KEAN

Annual Campus Security and Fire Safety Report

2025







Annual Campus Security and Fire Safety Report

The *Annual Campus Security and Fire Safety Report* is a Kean University publication that provides important campus life and fire safety information to all current students and employees. As part of Kean University's commitment to ensuring the safety and well-being of its community, the report is accessible twenty-four hours a day, seven days a week online via the Kean University website at www.kean.edu/annual-campus-security-and-fire-safety-report. Additionally, paper copies are made available upon request. The information provided in the *Annual Security Report* is updated annually in accordance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (also known as the Clery Act). This report also complies with provisions of the Drug Free Work Place Act of 1988, the Drug Free School and Community Act of 1989, and Violence Against Women Act (VAWA) as well as other federal and New Jersey state laws.

Provisions of the *Annual Campus Security and Fire Safety Report* are subject to change without notice. Versions of the *Annual Campus Security and Fire Safety Report* published on the www.kean.edu website are to be considered the most complete and up-to-date statement of the current University policies in effect.

Table of Contents

A Message From the Department of Public Safety and Police 1

Emergency University Closing 2

- Campus Notifications

SECTION 1: Campus Safety

University Police Procedures and Statistics 3

- Relationship With the Campus Student Code of Conduct System
- Access to Campus Facilities
- Maintenance of University Facilities
- Authority of the University Police and Its Relationship With Other Law Enforcement Agencies
- Monitoring and Recording Criminal Activity at Off-Campus Organizations
- Campus Reporting Authorities
- Crime Prevention Programming
- Crime Statistics
- Megan's Law and Sex Offender Notification

What To Do in an Emergency 5

- Phone Numbers
  - Fires
  - Building Evacuation Procedures
  - Suspicious Packages
  - Bomb Threats
  - Suspicious Behavior/Persons of Concern
  - Active Shooters
  - Gas Leaks, Fumes, Vapors
  - Hazardous Materials Spills
  - Flooding

Campus Emergency Alerts (RAVE) 7

Police and Fire Information 7

- Important Telephone Numbers for the Kean University Department of Public Safety and Police
  - Kean Union Campus
  - Kean Ocean Campus
  - Wenzhou-Kean Campus
- Crime Prevention Tips

Missing Student Notification Policy 8-9

- Policy
- Procedure

The Office of Fire Safety 9

General Fire/Emergency 10

- Before a Fire Emergency: Planning
- On Discovering: Reporting a Fire
- On Hearing the Fire Alarm: Evacuating the Building
- If You Are Not Able to Leave: Shelter in Place
- Exiting: Evacuating the Building
- Fire Evacuations: Occupants With Disabilities
- Residential Safety
  - Policy on Portable Electrical Appliances, Smoking and Open Flames
- Confiscation Procedures
- Resident Hall Evacuation
- Residence Hall: Occupants With Disability
- Fire Safety Education and Training
- Fire Safety Education and Training: Campus-Wide
- Plans for Future Improvements in Fire Safety

Fire and Crime Logs 13

Timely Warning 13

- Emergency Alerts

Residence Hall Fire Alarm Statistics 14

Underage Drinking/Driving 15

Reporting Crime Statistics 15

- Crime Definitions
  - Reported Criminal Offenses
  - VAWA Offenses
  - Hate Crimes

Jeanne Clery Act Crime Statistics 17

- Kean University Main Campus
  - Crime Reporting Statistics
  - Number of Arrests for Following Crimes
  - Number of Persons Referred for Campus Disciplinary Action
- Kean Ocean Campus
  - Crime Reporting Statistics
  - Number of Arrests for Following Crimes
  - Number of Persons Referred for Campus Disciplinary Action
- Wenzhou-Kean University Campus
  - Crime Reporting Statistics
  - Number of Arrests for Following Crimes
  - Number of Persons Referred for Campus Disciplinary Action

Reporting Crimes and Emergencies 19

- Union Campus
  - Kean University Blue Light Emergency Telephones
- Ocean County College - Kean Ocean Campus

Anonymous Reporting 19

Campus Maps 20

Smoke-Free Air Act and Kean University No Smoking Policy 21

Drug and Alcohol Policy 21

- I. Drug and Alcohol Policy Statement
  - A. Policy Overview
  - B. Kean University Alcohol Policy Statement
  - C. Kean University Illicit-Drug Policy
  - D. Drug Free Workplace Act
- II. Standards of Conduct
  - A. Alcohol Regulations
  - B. Illicit-Drug Regulations
  - C. Other Sanctions
- III. Kean University Sanctions for Violation of Standards of Conduct
  - A. Violation of the Alcohol Policy
  - B. Violation of Illicit-Drug Policy
- IV. Legal Sanctions for Drug and Alcohol-Related Offenses
- V. The Dangers of Mixing Alcohol and Drugs

Commonly Used/Abused Drugs and Their Risks 26

Students Convicted of Possession or Sale of Drugs 28

- HEA Section 484(R) 34 CFR 668.40
  - Possession
  - Sale
- Regaining Eligibility

Alcohol and Drug Use Prevention and Intervention Programs 28

- Substance Prevention
  - Student Education
  - Alcohol, Tobacco and Other Drugs Task Force (AToD)
  - Campus-Wide Programmatic Event
  - Substance Intervention



SECTION 2

Overview 30

New Jersey's Campus Sexual Assault Victim's Bill of Rights 30

- Bill of Rights
  - Human Dignity Rights
  - Campus Judicial Rights
  - Legal Rights
  - Campus Intervention Rights
  - Statutory Mandates

Sexual Misconduct Support and Resources 32

- Immediately After Experiencing Sexual Misconduct
- Self-Care in the Aftermath of Sexual Misconduct
- Resources Available to Students Who May Have Experienced Sexual Misconduct

Sexual Misconduct Prevention Tips 34

- Risk Reduction for Intimate Partner Violence, Stalking, Sexual Harassment and Sexual Misconduct
  - Reducing the Risk
  - Maintaining Respect for Others
- Resources Available to Support Reporting and Responding Parties in the Event of Sexual Misconduct
- Confidential Resources
  - What Is a Student Support Services Advocate? Can a Student Support Services Advocate Help Me?

Federal Timely Warning Reporting Obligations 35

- Kean University's Responsibility to Enact Safety Precautions for Its Community

Title IX Statement 35

Kean University VAWA Prevention and Awareness Programming 36

- VAWA Programming
- Student Education and Training
  - Online Sexual Assault and Prevention Module
  - Student Affairs Student Employee Sexual Misconduct Orientation Training
  - TRANSITION TO KEAN (T2K) Wellness Workshops
  - STEP UP Bystander Intervention Training
  - Residence Hall Programming
- Faculty and Professional Staff Education and Training
  - Adjunct Faculty Title IX
  - Faculty and Staff Title IX and VAWA Online Training
  - On-Site Decision Maker/Hearing Officer and Advisor Training
  - On-Site KUPD Training
  - Customized Departmental Training
- Campus-Wide Programmatic Events
  - It's On Us

Kean University Can Help: Safety, Resources and Support 37

- Union Campus
- Union County 24-Hour Hotlines
- Kean Ocean Resources
- Skylands Campus
- New Jersey Resources
- Wenzhou-Kean Resources

A Message From the Department of Public Safety and Police

Please take a few moments to review the important material in this newsletter, which describes the University's efforts in the important area of campus security and safety. Security, safety and crime are issues of concern to everyone. Despite the traditional view of the University campus as a sanctuary from the ills of the larger society, some incidence of crime on-campus is an unfortunate reality—which every University has to be concerned with.

The vast majority of offenses that have been reported at Kean have been directed against property rather than against people, and Kean is a safe community by any reasonable measure. We believe you will find that Kean has much to be proud of in terms of campus safety and security, that our efforts in this area are serious and ongoing, and that we consistently give crime prevention and the safety and security of every member of our community the highest priority.

The Department of Public Safety and Police exists to serve all people within its jurisdiction with respect, fairness and compassion. It is committed to the prevention of crime and the protection of life and property; the preservation of peace, order and safety; the enforcement of laws and University rules; the maintenance of a sense of security; and the safeguarding of constitutional guarantees.

The department recognizes and supports, in action and in spirit, the mission of Kean and the philosophy that community policing and service is its foundation. It is driven by the goals of enhancing the quality of life, investigating problems as well as incidents, seeking solutions and fostering a sense of security throughout the campus. The department nurtures public trust by holding its members to the highest standards of performance and ethics. To ensure the best community policing and service to the campus community, the department commits itself to the continual review, evaluation and, if necessary, modification of existing departmental programs, operations and policies.

To fulfill its mission, the department is dedicated to providing a quality work environment and the professional development of its members through effective training and leadership.

The Department of Public Safety and Police is located in Downs Hall in Union, NJ. The main entrance to the Police Headquarters is on the side of the building. If you have any questions or would like more information regarding campus safety, please contact the department at (908) 737-4840.

Emergency University Closing

The following stations will broadcast cancellation of University classes due to snow or other emergencies:

AM	FM	TV
WCTC 1450	WDHA 105.5	News 12 New Jersey
WJDM 1530	WJLK 94.3	
WJLK 1310	WKMW 101.5	
WMTR 1250	WKNJ 90.3	
WOR 710	WMGQ 98.3	

Campus Notifications

Kean University will disseminate important information and updates to the campus community using a variety of communication devices. These include:

Rave Alert – Kean University utilizes Rave Mobile Safety, to communicate emergencies and share critical information and alerts to the campus community.

This includes alerts for potential security-related incidents, power outages, IT service disruptions, weather-related closures, shifts to remote operations and other critical advisories.

Students are automatically registered through the contact information included in KeanWISE.

Faculty and Staff are automatically registered through the contact information in Workday.

Kean website – The homepage of the University website (www.kean.edu) will display the most up-to-date information. You can also bookmark this page for updates and notifications.

Twitter – Follow Kean University on Twitter to receive updates and information: twitter.com/KeanUniversity.

Facebook – Information will also be posted on the University's main Facebook page: www.facebook.com/keanuniversity.

KEAN OCEAN STUDENTS: Kean Ocean students should visit the Ocean County College website for information regarding any campus closures or class cancellations: www.ocean.edu or visit the Viking Alert system at www.ocean.edu.

Students enrolled in classes at Middlesex County College (www.middlesexcc.edu), Bergen Community College (www.bergen.edu) or Raritan Valley Community College (www.raritanval.edu) will have to visit your respective institution's website for information.

Any communication regarding University closures, class cancellations and/or delays will be made utilizing the methods listed above.



Section 1: Campus Safety

University Police Procedures and Statistics

Relationship With the Campus Student Code of Conduct System

Kean University cooperates with all law enforcement agencies, including its own. It seeks no special treatment, status or immunity for its students or others detected in violation of the law, on or off campus.

Someone charged with violating University policy and the law may be subject to criminal and conduct sanctions for the same misconduct. The University exercises its discretion to determine if, and when, criminal and conduct action for the same misconduct is warranted to protect the interests of the Kean community and the safety of its members.

In such cases, the University may initiate a complaint under the University Student Code of Conduct structure, independent of and in addition to, any criminal prosecution that may have been initiated.

Anyone who brings a crime to the attention of a University administrator should also speak with a police official. Officers have the discretion, except where limited by law, to refer petty or minor offenses for campus conduct action, instead of or in addition to, arrest and prosecution. It is the policy of the Department of Public Safety and Police to fully inform community members of all of their options, through campus and off-campus enforcement entities, for dealing with offenses committed against them.



The Office of the Vice President for Student Affairs is in close contact with the Department of Public Safety and Police and the Office of Student Accountability, Standards and Education. They exchange information within the parameters of federal privacy laws.

Access to Campus Facilities

Campus residence halls are open only to residents and their invited guests, University personnel and University guests. This restriction is posted, under the New Jersey trespass statutes. During evening and early morning, those who want to enter are required to present proof of residence or, if they are guests, to present identification and be signed in by a resident. Entrances to campus residence halls are equipped with card reader technology that provides access only to residents using their University identification cards.

Access policies in academic buildings during hours when classes are not in session are determined by the academic departments. Anyone in a campus building other than a residence hall, during a time when the building is not in regular use, is asked to notify the Department of Public Safety and Police of his or her presence. At the Wenzhou-Kean campus, Wenzhou-Kean Security should be notified of the individual's presence at 0577-55870110. Certain sensitive facilities are equipped with alarm systems.

Maintenance of University Facilities

The Maintenance Department maintains the University buildings and grounds with a concern for safety and security.

It inspects campus facilities regularly, promptly makes repairs affecting safety and security, and responds immediately to reports of potential safety and security hazards, such as broken windows and locks. The campus is well-lighted, and regularly scheduled checks are conducted to ensure that lighting is adequate and properly maintained.

Authority of the University Police and Its Relationship With Other Law Enforcement Agencies

University police officers are fully trained and armed, and in accordance with the state laws under which they are sworn, have "all powers of police and constables in criminal cases and offenses against the law," as well as the authority to enforce the New Jersey motor vehicle laws.

The Kean University Department of Public Safety and Police works closely with the police departments of the surrounding communities and participates in mutual aid.

The current working relationship between the campus and township police departments is such that incidents occurring on the campus are handled fully by the University police unless the University police specifically requests assistance.

At the Union campus, primary responsibility for the investigation and prosecution of crimes on campus lies with New Jersey State Police, The Union County Prosecutor's Office, and the Kean University Department of Public Safety and Police.

At Kean Ocean, law enforcement services are provided by the Toms River Police Department, which responds to fire and medical emergencies as well as reported crimes. While there is no formal Memorandum of Understanding (MOU) in place, the Toms River Police Department undertakes investigations of criminal activity at Kean Ocean.

At the Kean Skylands campus, the Department of Public Safety maintains direct relationships with Jefferson Township Police and Fire officials and the local and county Office of Emergency Management, who are responsible for coordinating community-wide emergency management efforts. Kean University has established a Memorandum of Understanding (MOU) with the Jefferson Township OEM for emergency response support.

At Wenzhou-Kean University, law enforcement services are provided by Wenzhou-Kean Security, which responds to fire and medical emergencies as well as reported crimes. Wenzhou-Kean Security works with local law enforcement agencies, including the Ouhai Police Department and the Liao Police Department.

Monitoring and Recording Criminal Activity at Off-Campus Organizations

The University relies on its close working relationship with local law enforcement agencies to receive information about incidents involving students on campus. The KUPD also requests crime statistics from state and local law enforcement agencies that may have jurisdiction over property which is owned or controlled by Kean University. Likewise, the KUPD requests statistics from local law enforcement at the Wenzhou-Kean campus.

The Department of Public Safety/Police will actively investigate any crime information it receives concerning or involving a member of the campus community. If the University is notified of a situation in which a campus community member was the victim of a crime, the department may issue a Campus Safety Alert, detailing the incident and providing tips so that other community members may avoid similar incidents.

If the Kean University Department of Public Safety and Police is notified of crimes or other serious incidents occurring at off-campus establishments or locations, they will forward any information for misconduct action to the Office of Student Accountability, Standards and Education for students attending classes at either the Union, Skylands or Kean Ocean campuses. Any misconduct reported at off-campus locations in Wenzhou, China will be reported to Wenzhou-Kean's Office of Community Standards and Student Conduct.

Campus Reporting Authorities

The Clery Act specifies that officers of Kean University's Department of Public Safety and Police will serve as official campus security authorities for the purpose of reporting criminal offenses. Other officials of the University who have responsibility for campus security reporting under federal law include: individuals outside of Kean University Public Safety and Police who have responsibility for campus security; officials of the institution who have significant responsibility for student and campus activities; and other individuals identified by University campus security policies as the individuals to whom students and employees should report criminal offenses.

Professional staff and administrators within the following departments/units have been designated as campus reporting authorities: Office of the Vice President for Student Affairs, Office of Residence Life (including resident assistants and student security staff), Center for Leadership and Service (including faculty advisors to student groups), Department of Athletics and Recreation, Miron Student Center Operations and Event Management, Office of Student Accountability, Standards and Education, Office of Student Government, Health Services, Kean Ocean Administration Office, Kean Ocean Campus Life Office, Kean Skylands Administrative Office, Wenzhou-Kean University Office of Academic Affairs, Wenzhou-Kean University Office of Student Affairs, Ocean County College Campus Security and Public Safety Department and University vice presidents and academic deans. Individuals affiliated with those departments are responsible for reporting crime statistics. Campus Security Reporting Forms are available from the Department of Public Safety and Police and may be obtained from the director of each administrative unit. The Campus Security Reporting Form can also be accessed at www.kean.edu/media/campus-security-authority-reporting-form. At the Wenzhou-Kean campus, the Campus Security Reporting Form can be obtained from Wenzhou- Kean Security or the director of each administrative unit.

Campus ministers, Student Support Services Advocates, Kean Health Services clinicians and psychological counselors within the Office of Counseling, Disability, Alcohol and Other Drug Services are exempt from reporting personally identifiable information, but must provide general statistical information for purposes of Clery reporting obligations.

Crime Prevention Programming

Basic informational and crime prevention materials are available to incoming students and their families during the orientation process. Transfer students, graduate students, international students and those using campus facilities for summer camps and recreation also receive basic crime awareness and prevention materials.

At the Union campus, crime prevention materials specifically targeted to resident students are distributed by the Office of Residence Life each semester. *Police officers also make presentations to a number of sections of Transition to Kean, a course required of all first-time, full-time students.*

In addition, a number of presentations are made annually to residence hall occupants. The Student Government Associations participates in an annual "Security Awareness Week," and the Department of Public Safety and Police participates by distributing crime prevention literature, taking part in informational programs, serving on panels and arranging specialized law enforcement demonstrations.

At the Kean Ocean campus, local law enforcement and Ocean Security personnel provide crime prevention information to students.

At the Wenzhou-Kean campus, local law enforcement and Wenzhou-Kean Security personnel provide crime prevention information to students. The University has invited the anti-drug brigade of Wenzhou Public Security Bureau to give anti-drug lectures for all students. In addition, Wenzhou-Kean Security sends crime prevention related emails to all students regularly.

Kean University offers an on-line training program for all employees on preventing sexual harassment and employment discrimination to all new employees within a reasonable period of time after the date of hire. Refresher policy training is provided to all employees, including supervisors and managers, within a reasonable period of time.

Crime Statistics

The Kean Department of Public Safety and Police and Ocean County College Department of Campus Safety have been a contributor to the state and federal Uniform Crime Reporting System since 1975. Portions of the Uniform Crime Report for the last three calendar years may be reviewed within the Annual Campus Security and Fire Safety Report.

Wenzhou-Kean Security, in conjunction with Kean University's Department of Public Safety and Police, has been a contributor to the state and federal Uniform Crime Reporting System. The information may be reviewed within the Annual Fire and Safety Report.

Megan's Law and Sex Offender Notification

On October 31, 1994, Megan's Law was passed with the intention of providing information to the public about certain sex offenders within their community. The offenders are evaluated, registered and placed into tiers. The tier designation determines the level of community notification.

The Union County Prosecutor's Office notifies the Kean University Police Department of tier III Megan's Law violators. Implementation of the law at the University is a joint effort of the President's Office and Campus Police. Upon notification the following items will be distributed to each Vice President:

- Flyers (Only managerial and supervisory personnel are permitted to retain during the notification period.)
- Notification Letter
- Citizen's Guide to Megan's Law
- Kean University Megan's Law Manual
- Manager's Notification Guide Sheet
- Departmental Notification Lists

Each staff member on the notification list reviews the flyer and notification letter and initials his/her signature on the notification list. All signed notification lists and accompanying materials are collected and forwarded to Campus Police.

Members of the Kean Union, Kean Skylands and Kean Ocean University communities seeking information on New Jersey sex offenders who are living, working, volunteering and/or enrolled at Kean University should consult the NJ State Police website at www.nj.gov/njsp/sex-offender-registry/megans-law.shtml for the state sex offender registry.

What To Do in an Emergency

Phone Numbers

Kean University Main Campus
Union and Hillside, NJ

Emergencies: 9-1-1

Kean University Department of Public Safety and Police:
(908) 737-4800 (Campus Extension: 74800)

Kean Skylands Campus
Oak Ridge, NJ

Emergencies: 9-1-1

Kean University Department of
Public Safety and Police:
(908) 737-4800 (Campus Extension: 74800)

Kean Ocean Campus
Toms River, NJ

Emergencies: 9-1-1

Ocean County College Department of Campus Safety:
(732) 255-0451 (Campus Extension: 2200)

Wenzhou-Kean University Campus
Wenzhou, Zhejiang

Emergencies: 1-1-9
Police: 1-1-0
Medical: 1-2-0

Wenzhou-Kean University Security:
0577-55870110 or 0577-55870033

Fires

- Activate the nearest fire alarm pull station.
- At the **Union, Skylands and Kean Ocean campuses**, call 9-1-1 for immediate assistance.
- At the **Union campus**, call the Kean University Department of Public Safety and Police at (908) 737-4800 (or extension 74800 from an on- campus phone).
- At the **Kean Ocean campus**, call Ocean County College Department of Campus Safety at (732) 255-0451 (or extension 2200 from an on- campus phone).
- At the **Wenzhou-Kean campus**, call 1-1-9 or the Wenzhou-Kean Security at 0577-55870110 or 0577-55870033.
- Notify occupants and help those needing assistance in the immediate area.
- Confine the fire by closing doors as you exit.
- Evacuate the building in accordance with posted evacuation procedures.
- Do not re-enter the building until authorized to do so by

emergency personnel.

Building Evacuation Procedures

- When the fire alarm is activated, evacuation is mandatory.
- Do not use elevators.
- Take personal belongings (ID, keys, purses, wallets) and dress appropriately for the weather.
- Close doors as you exit.
- Move all personnel to designated evacuation areas.

Suspicious Packages

- Do not touch or disturb the object or package.
- Evacuate the immediate area.
- At the **Union, Skylands and Kean Ocean campuses**, call 9-1-1 for immediate assistance.
- At the **Union and Skylands campus**, call the Kean University Department of Public Safety and Police at (908) 737-4800 (or extension 74800 from an on-campus phone).
- At the **Kean Ocean campus**, call Ocean County College Department of Campus Safety at (732) 255-0451 (or extension 2200 from an on-campus phone).
- At the **Wenzhou-Kean campus**, call 1-1-9 or Wenzhou-Kean Security at 0577-55870110 or 0577-55870033.

Bomb Threats

- Remain calm.
- Get as much information as possible from the threatening caller.
- At the **Union campus**, call 9-1-1 or the Kean University Department of Public Safety and Police at (908) 737-4800 (x74800).
- At the **Skylands campus**, call 9-1-1.
- At the **Kean Ocean campus**, call 9-1-1 or contact Campus Security at (732) 255-0451 (or extension 2200 from an on-campus phone.)
- At the **Wenzhou-Kean campus**, call 1-1-0 or 0577-55870110 or 0577-55870033
- Follow instructions of emergency personnel.

Suspicious Behavior/Persons of Concern

- Do not physically confront the person exhibiting the behavior.
- Do not let anyone into a locked room or building.
- Do not block a person's access to an exit.
- At the **Union, Skylands and Kean Ocean campuses**, call 9-1-1 for immediate assistance.
- At the **Union and Skylands campus**, call the Kean University Department of Public Safety and Police at (908) 737-4800 (or extension 74800 from an on-campus phone).
- At the **Kean Ocean campus**, call Ocean County College Department of Campus Safety at (732) 255-0451 (or extension 2200 from an on-campus phone.)
- At the **Wenzhou-Kean campus**, call 1-1-0 or Wenzhou-Kean Security at 0577-55870110 or 0577-55870033.

Active Shooters

- At the **Union and Skylands campus**, if possible, exit the building immediately and call the Kean University Department of Public Safety and Police at (908) 737-4800 (x74800). If you cannot exit, clear the hallway immediately and/or remain behind closed doors in a locked or barricaded room, stay away from windows, remain calm and quietly call 9-1-1 or the Kean University Department of Public Safety and Police at (908) 737-4800 (x74800).
- At the **Kean Ocean campus**, if possible, exit the building immediately and call Ocean County College Department of Campus Safety at (732) 255-0451 (or extension 2200 from an on-campus phone.) If you cannot exit, clear the hallway immediately and/or remain behind closed doors in a locked or barricaded room, stay away from windows, remain calm and quietly call 9-1-1 or Ocean County College Department of Campus Safety at (732) 255-0451 (or extension 2200 from an on-campus phone.)
- At the **Wenzhou-Kean campus**, if possible, exit the building immediately and call 1-1-0. If you cannot exit, clear the hallway and/or remain behind closed doors in a locked or barricaded room, stay away from windows, and quietly call 1-1-0 or the Wenzhou-Kean Security at 0577-55870110.
- Evacuate the room only when authorities have arrived and instructed you to so.
- Do not leave or unlock the door to see "what is happening."
- Do not attempt to confront or apprehend the shooter, unless as a last resort.
- Do not assume someone else has called Campus Police or emergency personnel.

Gas Leaks, Fumes, Vapors

If You Detect Natural Gas, Fumes or Vapors:

- Do not pull fire alarms.
- Do not touch light switches or electrical equipment.
- At the **Union and Skylands campus**, call 9-1-1 or the Kean University Department of Public Safety and Police at (908) 737-4800 (x74800).
- At the **Kean Ocean campus**, call 9-1-1 or the Ocean County College Department of Campus Safety at (732) 255-0451 (or extension 2200 from an on-campus phone).
- At the **Wenzhou-Kean campus**, call 1-1-9 or Wenzhou-Kean Security at 0577-55870110.
- Clear the area immediately if instructed to do so by the police dispatcher.
- Provide your location and the location of the odor to the dispatcher.
- Provide as many details as possible to the dispatcher.

Hazardous Materials Spills

- If the incident is indoors and it is safe to do so, close all doors in order to isolate the area.
- At the **Union and Skylands campus**, from a safe area call the Kean University Department of Public Safety and Police at (908) 737-4800 (x74800).
- At the **Kean Ocean campus**, call Ocean County College Department of Campus Safety at (732) 255-0451 (or extension 2200 from an on-campus phone.)
- At the **Wenzhou-Kean campus**, call 1-1-9 or Wenzhou Security at 0577-55870110 or 0577-55870033.
- Be prepared to provide the following information:
  - Name of the material
  - Quantity of the material
  - Location of the incident
  - If anyone is injured or exposed to the material
  - If a fire or explosive is involved
  - Your name, phone number and location

- Follow instructions provided by the emergency responders.
- Evacuate if necessary.

Flooding

- Flooding can occur due to major rainstorms, water main breaks or loss of power to sump pumps. In case of imminent or actual flooding;
- If you can do so safely:
  - Secure all vital equipment, records and hazardous materials.
  - Shut off nonessential electrical equipment.
  - Wait for instructions from emergency responders or the Facilities Department. At Wenzhou-Kean, wait for instructions from emergency responders or Student Affairs personnel.
- Move all personnel to a safe area.
- Do not return to the area until instructed to do so by Campus Police or the Facilities Department. At the Wenzhou campus, do not return to the area until instructed to do so by local government officials.

Campus Emergency Alerts (RAVE)

Kean University utilizes Rave Mobile Safety, a leader in mass notification and incident management, to communicate emergencies and share critical information and alerts to the campus community. Rave Mobile Safety is used by thousands of K-12 schools and higher education institutions across the country to provide safety and emergency alerts.

Kean University will utilize this emergency alert platform to notify our community of the following announcements and/or emergencies.

Emergency Campus Events – Alerts to students, faculty and staff of security-related incidents, utility shutdowns, weather-related closures and events, and other critical advisories as events unfold.

Information Technology – Provide maximum warning for service disruption and recovery.

Alerts and advisories are sent as text messages and emailed to @kean.edu accounts. Depending on the nature of the alert, the campus community may also receive a voice notification and/or see posts on Kean University's social media channels.

NOTE: We encourage all members of the Kean community to enter a mobile phone number in their personal records.

Students are automatically registered through the contact information included in KeanWise. Students can update their phone number as needed by selecting Address Change under User Account in KeanWISE. Students who have not graduated will remain in the system for a minimum of three semesters following their last registered semester. Graduated students without any other active affiliation with the University will be unsubscribed from the system after graduation.

Faculty and Staff are automatically registered through their home contact information in Workday. Employees can update their "primary," text-enabled number under "Home Contact Information" in Workday. Employees who leave the University will be automatically unsubscribed from Rave Mobile Safety alerts.

Another feature of Rave Mobile Safety is the Rave Guardian app. Its features include:

A Virtual Escort– Provide an additional layer of security for employees, students, faculty and staff. They set a fixed time for their departure and arrival, and their "guardians" are notified when your community members reach their destination.

Confidential Conversations – Strengthen your community's engagement through two-way confidential texting. They can directly connect with you and report any suspicious activity, along with text and images, discreetly though their smartphones without the fear of retaliation.

Help with the Push of a Button – Connect your community directly with 9-1-1 or safety officials through one click of a button. If the situation is unsafe for them to speak, your members can send a text message and a picture, and share or stream their location in real time.

Targeted Notification – Send geo-targeted push notifications to specific members of your community based on their real-time locations, even if they don't have a cell signal.

The Rave Mobile Safety platform is maintained by the Office of Computer and Information Services (OCIS), and operated by the University Police and University Relations.

Kean University is committed to providing our students, staff and faculty with services that enhance the safety and security of our community.

Police and Fire Information

Important Telephone Numbers for the Kean University Department of Public Safety and Police

Kean Union Campus

Police/Fire/Ambulance..... 9-1-1
University Police (other than emergency).....7-4800
Fire Safety 7-4813
Administrative Offices.....7-4840
Operations Division 7-4840
Crime Prevention.....7-4840
Records Section (Lost and Found).....7-4810

These numbers may be reached from off campus by dialing (908) 73 before the extension shown.

For additional information, or to make arrangements for a crime prevention presentation by a police officer for your class or campus organization, please contact the Department of Public Safety and Police at extension 7-4840.

Kean Skylands Campus

Police/Fire/Ambulance..... 9-1-1
University Police (other than emergency).....7-4800
Administrative Office..... (908) 337-0877

Kean Ocean Campus

Police/Fire/Ambulance..... 9-1-1
Ocean County Security..... (732) 255-0451
Campus Extension 2200
University Police..... (908) 737-4800

Additional information can be obtained by contacting Ocean County Security at extension 2200.

Wenzhou-Kean Campus

Wenzhou-Kean Security.....0577-55870110
Emergency/ Police..... 1-1-0
Fire 1-1-9
Ambulance..... 1-2-0
Administrative Office.....0577-55870033

Crime Prevention Tips

Kean is an academic community committed to maintaining the safety and well-being of its community members. The campus covers more than 150 acres of land in two municipalities: Union and Hillside, as well as the branch campuses in Toms River, New Jersey and Wenzhou, Zhejiang Province, China. As in all communities, crime is a potential threat to any member of the University community. We want to assist in helping you protect yourself and your property. To reduce vulnerability to crime, you should consistently practice preventive measures.

Be aware that you are a potential victim of crime.

1. Avoid the use of alcohol and other drugs.
   - People under the influence are more likely to be the victim of a serious crime or accident.
2. Immediately notify the University police if any person(s) or activity arouses your suspicion.
   - Avoid isolation
   - After dark, walk with others.
   - Avoid isolated areas (both indoors and outdoors).
   - Use well-lighted paths.
   - Have alternate means of transportation available.
   - Do not hitchhike or pick up hitchhikers.
3. Keep doors and windows locked.
   - Do not prop open entrance doors.
   - Lock doors to dorm rooms, apartments and offices when unoccupied or when you are alone or asleep.
   - Lock first-floor windows and security screens.
   - Do not allow strangers to enter residence buildings.
   - Report any suspicious person or activities immediately.
4. Do not leave property unprotected.
   - In your motor vehicle and residence room, store valuables out of sight.
   - Do not leave property unattended in the library, dining halls, academic buildings, offices, etc.
   - Record the make, model and serial number of all valuables and engrave them with your driver's license number. This will increase the chances that any items recovered can be returned to you. Personal inventory forms are available at the Department of Public Safety and Police.

Missing Student Notification Policy

Pursuant to Section 488 of the Higher Education Opportunity Act of 2008, Kean University students have the option to register a confidential contact person to be notified in the event that the student is determined to be missing.

Policy

Kean students are provided with the option, on a voluntary basis, to register missing person contact information in KeanWISE upon enrollment, regardless of housing status. A student's missing person contact information will be kept separately from emergency contact information, even if the student has registered the same person. By providing missing student contact information, the student grants permission to the respective on-campus law enforcement agency to contact the identified individual for the purpose of a missing persons investigation.

The following information provides contact for the on-campus law enforcement agency to be contacted in the event that a Kean University student is believed to be missing at each respective location.

Union Campus

Emergency 9-1-1
Public Safety and Police..... (908) 737-4800
KUPD On Campus Extension.....7-4800

Skylands Campus

Emergency 9-1-1
Public Safety and Police..... (908) 737-4800

Ocean Campus

Emergency 9-1-1
Security and Public Safety..... (732) 255-0451
On-Campus Extension 2200

Wenzhou-Kean Campus

Emergency 119 110 120
Security.....0577-55870100

Any time a student is believed to be missing, the on-campus law enforcement agency must be contacted immediately, as provided in the chart above. Upon notification, the respective on-campus law enforcement agency, designated Student Affairs personnel, and/or Residence Life personnel work together to locate missing students, notify appropriate local law enforcement, and check on the welfare of such students.

Each academic year Kean students are afforded the opportunity

to provide, on a voluntary basis, missing person contact information. The missing person contact information will be kept separately from emergency contact information, even if the student has registered the same person. Missing person contact information will be used by law enforcement for the sole purpose of a missing persons investigation. The individual provided in the missing persons information will be contacted within 24 hours of the determination that a student is missing. A student may be considered a missing person by Kean University if the student is determined to be missing for a 24-hour period and the student's absence is contrary to his/her normal pattern of behavior or is the result of any unusual circumstance. Every missing student report will be immediately investigated once a student has been determined to be missing for 24 hours, though instances of bizarre disappearances, suspected kidnapping, or potential crimes will be acted upon immediately when reported. Anyone who believes a student to be missing must immediately report their concern to the respective on-campus law enforcement agency provided in the chart above. Most missing person reports in the college environment result from a student changing his/her routine without informing his/her roommates and/or friends of the change.

Procedure

If a student is designated as missing, the respective on-campus law enforcement agency will notify the individual listed in the missing person contact information within 24 hours. At the Wenzhou-Kean campus, Wenzhou-Kean Security or a designated Kean University or Wenzhou-Kean administrator in consultation with local law enforcement will notify the individual listed in the missing person contact information within 24 hours. For students under the age of 18, a call will be made to both the custodial parents or guardians and the individual listed in the missing person contact information.

In the event a Kean University administrator receives a report that a student may be missing, he/she will collect and document the following information at the time of the report to provide to the appropriate on-campus law enforcement agency:

1. The name and relationship of the person making the report.
2. The date, time and location the missing student was last seen.
3. The general routine or habits of the suspected missing student (e.g., visiting friends who live off-campus, working a job away from campus) including any recent changes in behavior or demeanor.
4. The missing student's cell phone number (if known by the reporter).
5. Whether local law enforcement has been notified.

Upon notification from any entity that a student may be missing, the University, in collaboration with the appropriate on-campus law enforcement agency, may use any or all of the following resources to assist in locating the student.

1. Call and text the student's cell phone.
2. Go to the student's residence hall room.
3. Talk to the student's RA, roommate and floormates to see if anyone can confirm the missing student's whereabouts and/or confirm the date, time and location the student was last seen.
4. Secure a current student ID or other photo of the student from a friend.
5. Send the student an email.
6. Check all possible locations mentioned by the parties above including, but not limited to, library, residence hall lounges, classroom and recreational facilities, etc.
7. Contact or call any other on-campus or off-campus friends or contacts that are made known. This could include checking a student's social networking sites such as Myspace, Facebook and Twitter.
8. Ascertain the student's car make, model and license plate number.
9. Obtain electronic logs in order to determine the last time the student accessed the Kean University network and/or determine when the student last entered or exited campus buildings.
10. If appropriate, contact local law enforcement in the student's hometown for assistance in locating and ensuring the safety of the student. At the Wenzhou-Kean campus, local law enforcement may be contacted for assistance in locating and ensuring the safety of the student.

Policy updated September 2016

The Office of Fire Safety

The primary mission of the Office of Fire Safety is to protect the health, safety and welfare of the Union campus community by providing fire and life safety educational and awareness programs. The Office is also responsible to continually review all campus facilities and buildings to create a "built-in" fire safe environment in which faculty, staff and students are prepared/trained and able to react, evaluate and decide on the correct action should a fire or life safety emergency occur.

The Office of Fire Safety coordinates and acts as the liaison with the Department of Community Affairs – Division of Fire Safety (DFS) to facilitate and assist DFS inspectors in enforcing applicable provisions of the New Jersey International Fire Code and related regulations and standards. The goal of this Office is to achieve a fire safe environment, while assisting the Division of Fire Safety Inspectors to conduct inspections of buildings and structures including those classified as high rise and life hazard use for compliance with the New Jersey Uniform Fire Safety Code (UFC).

The Office of Fire Safety for the Union campus can be reached at (908) 737-4813.

The primary mission of Wenzhou-Kean Security and the Office of Residence Life is to protect the health, safety and welfare of the campus community by providing fire and safety information. The University is also responsible to continually review all campus facilities and buildings to create safety features and a fire safe



environment in which faculty, staff and students are prepared/trained and able to react, evaluate and decide on the correct action should a fire or life safety emergency occur.

General Fire/Emergency

Before a Fire Emergency: Planning

1. Keep your most important personal belongings readily accessible, especially keys to your home and vehicle, pocketbook, wallet, medications and appropriate clothing for outside assembly. You may not be able to return to the building for an extended period!
2. Take time to get to know your building. Know the location of at least two of the nearest available exits from your area.
3. Do not use elevators in case of emergency they may not work!
4. Know the location of the nearest available fire alarm pull stations in the building where you are located and how to activate them. Fire alarm pull stations have self-inscribed instructions.
5. Fire extinguishers; based on this emergency action plan; only certain designated Kean employees are certified/trained to use a fire extinguisher. All other occupants of the building must evacuate!
   Note: *Building occupants are not required to fight fires.*
6. Be aware of persons in your area who would have difficulty evacuating due to physical limitations during an evacuation.
7. Be aware of any rooms or offices where an alarm may not be heard, including, but not limited to some bathrooms and photographic darkrooms.
8. Participate in fire drills and take them seriously.
9. **Accountability:** All classroom professors/instructors as well as administrative assistants for each and every department on campus shall be responsible for and utilize a University provided (copies available for download and printing at (www.kean.edu/admin/uploads/pdf/Emergency_Evacuation_Roster.pdf)—emergency evacuation attendance roster listing all employees and classroom occupants for each day. The emergency evacuation attendance roster shall only be collected during an actual emergency.

On Discovering: Reporting a Fire

1. Preferred method to notify occupants of a fire: If you observe fire or smoke activate the building's fire alarm pull station. Fire alarm pull stations have self-inscribed instructions.
2. **Time permitting**, recover your most important personal belongings that are readily accessible, especially keys to your home and vehicle, pocketbook, wallet, medications and appropriate clothing for outside assembly. You may not be able to return to the building!
3. If smoke is present, crawl low to the floor to avoid toxic smoke and gases that collect at the ceiling.
4. Go to the nearest available exit and leave the building. Use the nearest available stairways; never use elevators! Elevators may not work in an emergency.
5. Preferred method to report a fire to emergency response personnel: Call University police (ext. 9-1-1 or (908) 737-4800) and provide your location and a description of the fire after you have left the building. Notification: All fires should be reported to our campus police at (908) 737-4800.
6. Preferred method to report a fire to emergency response personnel at the Kean Ocean campus: Call 9-1-1 and provide your location and a description of the fire after you have left the building.
7. At the Wenzhou-Kean campus, call 1-1-9 for immediate assistance in the event of a fire.
8. **Extinguisher Use**—If the fire is incipient—*(size of a wastebasket)* and you have taken the University provided annual fire extinguisher training, use—your safety first—discretion to select the proper type of fire extinguisher. Always keep an exit at your back. Attempt to extinguish the fire only after evacuation has started and the University Police have been called. Building occupants are not required to fight fires. Your safe evacuation should come first and foremost. As such all occupants are required to evacuate!

On Hearing the Fire Alarm: Evacuating the Building

1. All occupants of the building must immediately evacuate the building by proceeding to the nearest available safe exit and proceed to your designated assembly area.
2. **Time permitting**, recover your most important personal belongings that are readily accessible, especially keys to your home and vehicle, pocketbook, wallet, medications and appropriate clothing for outside assembly. You may not be able to return to the building!
3. When you leave your room, close the door to help prevent

the fire from spreading.

4. If smoke is present, crawl low to the floor to avoid toxic smoke and gases that collect at the ceiling.
5. Alert all persons in your area as you are exiting the building.

If You Are Not Able to Leave: Shelter in Place

1. Feel the doorknob, with the back of your hand, before opening any door. If it is hot, do not open the door. If it is not hot, brace yourself behind the door and open it slightly. If heat or heavy smoke is present, close the door and stay in your room. Keep low to the floor as products of combustion will accumulate at the ceiling.
2. If you cannot leave the room, seal the cracks around the door with wet towels or other materials. Call University Police: (908) 737-4800 (extension 9-1-1 from a campus phone) and let them know your location and that you are unable to exit. If you are at the Wenzhou-Kean campus, call 1-1-9.
3. If possible, open the window a few inches for fresh air and hang a white sheet or cloth out the window to alert the fire department of your location.
4. Close all other doors and windows in the vicinity of the fire.
5. Stay close to the window, holding a wet towel to your face; do not open the windows except to alert rescue personnel by hanging a white sheet or cloth out the window.

Exiting: Evacuating the Building

1. Leave the building using the nearest available safe exit.
2. Do not use the elevator! It may not work in a fire emergency!
3. If all exits are blocked, return to a safe location, close the door and call 9-1-1 to report your location. If you are at the Wenzhou-Kean campus, call 1-1-9 or Wenzhou-Kean Security at 0577-55870110.
4. When using the stairwell to evacuate, stay to the right, remaining close to the wall to allow the Fire Department personnel sufficient access to get to the fire floor or location of the emergency.
5. After leaving, move away from the building. Do not stand in the roadway! Stay a minimum of 150 feet from the building and meet at the designated assembly area for your location.
6. Click on the link below to review the Evacuation Assembly Area Map for the designated assembly area for the Union campus. Campus police will advise if relocation is needed www.kean.edu/media/evacuation-assembly-areas.
7. **Re-entry:** Do not re-enter the building until instructed by either the University Police or fire department officials with authority from the Incident Commander. Often the emergency response personnel silence the alarm prior to completion. A silenced alarm does not mean re-enter. Occupants will be notified to re-enter upon the fire and or police department mobile public address system.

Fire Evacuations: Occupants With Disabilities

The Human Resources Office and the Office of Counseling/ Disabilities notify individuals of the option of being placed on a list of immobile faculty, staff, and students. **Self-identification** is voluntary and confidential. At the Union campus, the Fire Safety Director maintains a list of immobile residential students.

The campus police dispatcher receives an updated list each semester of all the occupants with disabilities and the designated areas of refuge. Personnel included on the list are met in person by the Fire Safety Director and given individual guidelines to follow along with a list of all buildings and areas of refuge within each building.

Prior to an emergency evacuation of any kind, a partner should be assigned or chosen to accompany and remain with the disabled occupant. Attempting to carry an immobilized person is discouraged.

If a fire alarm is activated, the following procedures should be followed at all times:

- The disabled occupant should call 9-1-1 to notify University Police of their location. If a phone is not readily available, the disabled occupant should ask a messenger to communicate their location to 9-1-1. At the Wenzhou-Kean campus, such information should be communicated to 1-1-9.
- Visually impaired but mobile persons should first be moved out of the rush of traffic and then promptly assisted to the nearest exit. Hearing impaired but mobile persons, who may be unaware of the need to evacuate, should be calmly advised and guided to the nearest available exit.
- Temporarily immobilized persons, including people wearing casts and/or using canes or crutches, should be assisted, depending on their ability to navigate stairs and maneuver through doorways. Persons should proceed into the stairwell and wait on the landing until additional help can be summoned.
- Permanently immobilized persons who have either limited or no use of their legs and must rely on crutches, wheelchairs or walkers for transport should proceed into the nearest available safe stairwell and wait on the landing until additional help can be summoned. The University Police and/or the local fire department will arrive to help complete the evacuation.

Residential Safety

Policy on Portable Electrical Appliances, Smoking and Open Flames

- The possession of candles, incense, hookahs, bongs and **open flame devices** are not permitted in any building.
- Neon signs and string lights (e.g., holiday lights) are prohibited. Personal lamps, including halogen lamps, are not allowed.
- **Unauthorized modification of space and the furnishings contained within**, including the installation of any air conditioners, paintings, and any personal furnishings is prohibited. Furniture such as chairs, couches, mattresses, waterbeds, etc., are prohibited, other than furniture provided by the University.
- Electrical heat-producing appliances (stoves, George Foreman grills, toaster ovens, hot plates, and portable heating units) are prohibited, including all appliances that are not UL listed and appliances that are recalled by

manufacturers or government agencies.

- Open coil appliances for heating water and beverages are prohibited. Electric heaters are only allowed if provided by the University.
- **Smoking**, including e-cigarettes, is not permitted within any building on campus.
- Possession of highly flammable materials including gasoline, their containers (whether containing fuel or empty), Propane cylinders, Kerosene lamps, oil lamps, alcohol lamps, lighter fluid and other highly flammable substances are prohibited.
- Power strips without an internal circuit breaker and Underwriters Lab [UL] approval are prohibited. Power strips may not be used in series to gain greater length. Spliced, taped, or frayed cords shall not be used.
- Electrical cords should not be in the way of traffic (under carpets, in pathways, through doorways, taped down, etc.). Extension cords and non-breaker multi-plug adapters are prohibited.
- Plug-in air fresheners are prohibited.
- Do not hang or attach anything to—or on—any lamp, light fixture, sprinkler head or any other fire detection and/or suppression device.
- Anything that damages, misuses, or otherwise interferes with the ready and proper operation of any fire detection or fire suppression equipment and related signs is forbidden. This includes, but is not limited to: sprinklers, heat and smoke detectors, extinguishers, fire alarm control panels, pull stations, annunciator, emergency lighting, exit signs, and emergency floor plan evacuation signs.
- Use of or storage of battery-powered or liquid fuel transportation equipment including hoverboards and skateboards anywhere on campus is prohibited.
- **Prohibited items will be confiscated at the discretion of the University Fire Safety Office.**

Confiscation Procedures

Residents in possession of prohibited items including but not limited to candles, toaster ovens, illegal extension cords, etc. may face disciplinary action. Residence Life staff, Campus Police Officers, the University's Fire Marshal or the State Fire Inspector can confiscate or discard any prohibited items considered a danger to a student or the community. Residents may collect items that have not been discarded within one week through their respective community centers. Items reclaimed must be removed from campus upon retrieval immediately. Any item not retrieved within one week will be discarded.

Resident Hall Evacuation

Residence hall professional and security staff are ultimately responsible for the fire evacuation procedure in their respective buildings. It is the residence hall professional and security staff's responsibility to make sure that each Resident Assistant, Desk Assistant, and resident is familiar with Kean University's General Fire Safety policy and Emergency Action Plan for his/her respective building(s). During their initial floor meeting each semester, Resident Assistants will provide fire safety information to the students who reside in their area of responsibility.

If a resident has a guest in their residence hall, that resident is responsible for escorting his/her guests out of the building, in the event of an emergency evacuation. Upon fire alarm activation, residence hall professional and security staff are to evacuate the building along with all the occupants and report to their designated evacuation assembly area. Once at the designated assembly area, the residence hall professional and security staff are to account for their residents. Any unaccounted for occupants are to be immediately reported to the residence hall professional and security staff and University Police. Under no circumstance should anyone remain in the building during fire alarm activation, unless expressly instructed to do so by emergency response personnel.

Residence Hall: Occupants With Disability

Occupants with either a permanent or temporary disability should be reported to the University's Fire Marshal who maintains a confidential list within our emergency dispatch center. Awareness of occupants with a disability is the key to assisting during an emergency. Prior to an emergency evacuation of any kind, a partner should be assigned or chosen to accompany and remain with the disabled occupant.

Most enclosed staircase landings within each building are listed as an area of refuge. In the event that an individual is unable to exit into the staircase landing, whether because of a physical impairment or due to a fire condition in the hallway, that person is to remain in his or her room and or office and notify University Police at (908) 737-4800. Important: See shelter in place guidelines.

It is required that Wenzhou-Kean Security know of faculty, staff and student's immobility, even if the immobility is temporary.

Fire Safety Education and Training

Each semester the University's Fire Marshal or other personnel provides training and education to Residence Life and Campus Safety personnel at the Union. Wenzhou local fire department provides fire safety education and training to residence hall directors and campus safety personnel at Wenzhou-Kean campus. The training includes four (4) main components: (1) Fire prevention, (2) Occupant awareness (building awareness and evacuation procedures), (3) Fire detection (smoke detectors vs. nuisance alarms) and (4) Fire suppression (sprinklers do's and don'ts) within the residence halls.

Fire Safety Education and Training: Campus-Wide

At the beginning of each Fall semester our campus community is provided literature on campus fire safety, including emergency response protocol and procedures. This information is provided to all faculty, staff and students In addition to this information, the University provides practical and realistic building evacuation drills for each building on-campus. These evacuation drills are designed to train our faculty and staff and to evaluate their efficiency and effectiveness in carrying out emergency evacuation procedures.

At the Union campus, Kean University Police assist with this orderly evacuation training of each building on campus provided by Kean University's Office of Fire Safety.

Plans for Future Improvements in Fire Safety

The fire safety office is continuously reviewing our campus facilities/buildings and educational/awareness programs to provide a "built-in" fire safe environment in which the faculty, staff and students are prepared/ trained and able to react, evaluate, and decide on the correct action should an emergency occur.

Fire and Crime Logs

At the Union campus, the Department of Public Safety/Police maintains a daily log concerning crimes reported to the Police Department. The categories contained in the crime log are: crime classification; date, time and general location of the crime; and disposition of the complaint. The above information will appear for each crime reported unless the disclosure of such information is prohibited by law; would jeopardize the confidentiality of the victim; would jeopardize an ongoing criminal investigation; would cause a suspect to flee or evade detection; would jeopardize the safety of an individual; or would result in the destruction of evidence. The Department of Public Safety/Police also maintains a fire log for any fire that occurs in any on campus housing facility at the Union campus. Both the crime and fire log are available for public inspection at the Police Department's Records Bureau during normal business hours and are updated within two business days of the occurrence of the incidents.

The information contained in the crime log is additionally provided to the University's newspaper, *The Tower* and featured in the Police Blotter, and distributed daily via the University's electronic mail system.

A public crime log is maintained by Ocean County College Department of Campus Safety at the Kean Ocean campus. The crime log is updated within two business days of the occurrence of an incident. The log is available during normal business hours at the Ocean County College Department of Campus Safety.

A public fire and crime log is maintained by Wenzhou-Kean Security. The log is updated within two business days of the occurrence of an incident. A copy of the log can be found at Wenzhou Municipal Police Substation.

Timely Warning

The Student Affairs Department will issue Timely Warnings and Crime Alerts to the campus community in the event of a reported crime that poses a potential ongoing or continuing threat to students and faculty/staff. The Vice President responsible for Wenzhou-Kean Security will issue Timely Warnings.

Timely Warnings will include different amounts of information, depending on the circumstances of each incident. The crimes for which Timely Warnings may be issued include, but are not limited to; arson, homicide, burglary, robbery, sex offenses, aggravated assault and motor vehicle theft. Most Timely Warnings will include crime prevention information to help the University community take preventive measures. Timely Warnings will be issued as soon as pertinent information is available.

One or more of the following mechanisms will be utilized for Timely Warnings:

- **Police Blotter:** University's weekly newspaper, *The Tower*.
- **Crime Prevention Printed Alerts:** Posted in residence halls, at student organizations and in academic building common areas. Printed Alerts may also be targeted to specific areas or unit administrators depending upon the specific crime or incident.
- **Crime Prevention E-mail Alerts:** Immediately entered into the University's electronic mail system and broadcast by the Office of University Relations to anyone who has an @kean.edu address. Designated administrators in the Department of Public Safety/Police have the ability to initiate a direct E-mail broadcast in the absence of University Relations personnel.
- **The Campus Alert System:** See www.kean.edu/offices/university-police-0/campus-alert for system registration, features and instructions.
- **Social Media**: Facebook, Twitter and Instagram sites for both Kean Union and Kean Ocean; WeChat at Wenzhou-Kean.
- ***The Cougar's Byte***: University's internal student newsletter, *The Cougar's Byte*.

The mechanisms identified above alert the University Community to what is occurring on and around our campus. The information disseminated will assist the University community in identifying prevention techniques that can be utilized to avoid victimization. Updates to Timely Warnings, when needed, will be provided by E-mail or Campus Alert.

Emergency Alerts

Kean University utilizes Rave Mobile Safety, a leader in mass notification and incident management, to communicate emergencies and share critical information and alerts to the campus community.

This includes alerts for potential security-related incidents, power outages, IT service disruptions, weather-related closures, shifts to remote operations and other critical advisories.

Alerts and advisories are sent as text messages and emailed to your @kean.edu account. Depending on the nature of the alert, you may also receive a voicemail and/or see posts on Kean University's social media channels.

Kean University is committed to providing our students, staff and faculty with services that enhance the safety and security of our community. If you have any questions about Rave Alerts, please contact the IT Help Desk at (908) 737-6000.

Residence Hall Fire Alarm Statistics

Kean University Union Campus
Spring 2024 - Fall 2024

Monthly Fire Statistics for Residence Halls	Kean University Union Campus									
	Bartlett Hall (AN)	Burch Hall (AE)	Cougar Hall (CH)	Dougall Hall (DO)	Freshman Residence Hall (FRH)	Rogers Hall (AS)	Sozio Hall (AW)	Upperclass Residence Hall (URH)	Whiteman Hall (WH)	TOTAL FIRE
Fire	0	0	0	0	0	0	0	1	0	**1**
Totals	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**1**	**0**	**1**

Fire Safety Systems in Residential Facilities

Kean University Union Campus Residence Halls	Fire Alarm Monitoring Done On-Site (by KPD)	Partial *1 Sprinkler System	Full *2 Sprinkler System	Smoke Detection	Fire Extinguishers	Evacuation Plans & Placards	Number of Evacuation (Fire) Drills Each Calendar Year
Bartlett Hall (AN)	YES	NO	YES	YES	YES	YES	4
Burch Hall (AE)	YES	NO	YES	YES	YES	YES	4
Cougar Hall (CH)	YES	NO	YES	YES	YES	YES	4
Dougall Hall (DO)	YES	NO	YES	YES	YES	YES	4
Freshman Residence Hall (FRH)	YES	NO	YES	YES	YES	YES	4
Rogers Hall (AS)	YES	NO	YES	YES	YES	YES	4
Sozio Hall (AW)	YES	NO	YES	YES	YES	YES	4
Upperclassman Residence Hall (URH)	YES	NO	YES	YES	YES	YES	4
Whiteman Hall (WH)	YES	NO	YES	YES	YES	YES	4

NOTE: All residence halls are provided with the following fire safety protection features:

- A complete supervised fire sprinkler system is provided throughout all residence halls.
- A complete supervised fire alarm detection system is provided throughout all residence halls.
- All furniture within the residence halls is required to have a fire resistance rating.
- Fire evacuation drills for Main Campus residence halls: Two (2) fire evacuation drills per semester are mandated by the state of New Jersey.
  - The first fire evacuation drill must occur within the first 10 days of the beginning of the semester.
  - The second fire evacuation drill for the semester must occur before dawn or after dusk.

The Emergency Action Plan is an integral part of the above policy. It explains our campus-wide emergency evacuation procedures for all students, faculty and staff.

The general Fire Safety Policy lists items that for safety reasons are ***prohibited*** on our campus. This policy, along with the general fire safety prevention and education programs, is crucial to fire safety comprehension.

Wenzhou-Kean University Campus
Spring 2024 - Fall 2024

Monthly Fire Statistics for Residence Halls	Wenzhou-Kean University Campus								
	Training Building	Bamboo Hall	Plum Hall	Chrysanthemum Hall	Orchid Hall	Banyan Hall	Maple Hall	Gingko Hall	TOTAL FIRE
Fire	0	0	0	0	0	0	0	0	**0**
Totals	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**	**0**

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- A complete supervised fire sprinkler system is provided throughout all residence halls.
- A complete supervised fire alarm detection system is provided throughout all residence halls.
- All furniture within the residence halls is required to have a fire resistance rating.

The Emergency Action Plan is an integral part of the above policy. It explains our campus-wide emergency evacuation procedures for all students, faculty and staff.

The general Fire Safety Policy lists items that for safety reasons are ***prohibited*** on our campus. This policy, along with the general fire safety prevention and education programs, is crucial to fire safety comprehension.

Underage Drinking/ Driving

In the state of New Jersey, if you are under 21 and drive with a blood alcohol concentration (BAC) of 0.01 percent or more, you will be subject to the following penalties:

- Loss or postponement of driving privileges for 30 to 90 days;
- 15 to 30 days of community service;
- Participation in a program of alcohol education and highway safety.

To reach a BAC of 0.01 percent, you only need one alcoholic drink. If you are under 21 and drive while under the influence of alcohol and/or drugs, or with a BAC of 0.01 percent or more, you may be subject to all the penalties for driving under the influence.

Reporting Crime Statistics

Under the Clery Act, a crime is "reported" when it is brought to the attention of a campus security authority or local law enforcement personnel by a victim, witness, other third party or even the offender, regardless of whether the reporting individuals are associated with the University. It is not necessary for the crime to have been investigated for it to be included in the statistics. Rather, the statistics are based on reports of alleged criminal incidents.

Clery statistics are gathered through reports made to the Kean University Police Department (KUPD),the Office of Student Accountability, Standards and Education, Residence Life, the Affirmative Action Office, and other Campus Security Authorities. The KUPD meets regularly with various offices throughout the University to compile the crime, arrest and referral statistics to ensure statistics are not missed or double counted. The KUPD also requests crime statistics from state and local law enforcement agencies that may have jurisdiction over property which is owned or controlled by Kean University. Additionally, the KUPD requests statistics from local law enforcement at the Wenzhou-Kean campus.

Crimes are then classified using the *FBI Uniformed Crime Reporting Handbook*, except for sex offenses which are defined by the *National Incident Based Reporting System Handbook*. New Jersey law is used to define drug, liquor and weapons law violations, as well as incidents of domestic violence.

*Adapted from *Rutgers/DOE Handbook*

To comply with The Crime Awareness and Campus Security Act of 1990, as amended by The Jeanne Clery Disclosure of Campus Security Policy and Campus Statistics Act of 1998 and the Higher Education Amendments of 1998 and 2008 the University——on an annual basis——will publish the following reported crimes which occur on campus, in or on non-campus buildings, or surrounding public property: murder, sex offenses (forcible and non-forcible), robbery, aggravated assault, burglary, motor vehicle theft, manslaughter and arson.

Additionally, the number of arrests and campus conduct action for the following offenses will be reported: liquor law violations, drug related violations, and weapons possessions. **The statistics reported in this document have been obtained from the following sources:**

- Kean University Department of Public Safety/Police
- Kean University Office of Residence Life
- Kean University Office of the Vice President for Student Affairs
- Kean University Campus Authority Crime Report Form
- Union Township Police Department
- Hillside Township Police Department
- City of Elizabeth Police Department
- Union County Prosecutor's Office
- Union County Police Department
- Ocean County College Campus Security and Public Safety Department
- Toms River Police Department
- Ocean County Prosecutor's Office
- Wenzhou-Kean University Office of Student Affairs
- Wenzhou Municipal Police Department

Crime Definitions

These offenses have been defined according to the FBI Uniform Crime Reporting/National Incident-Based Reporting Systems.

Reported Criminal Offenses

- ***Murder and Non-Negligent Manslaughter:*** The willful (non-negligent) killing of one human being by another.
- ***Negligent Manslaughter:*** The killing of another person through gross negligence.
- ***Robbery:*** The taking or attempting to take anything of value from the care, custody or control of a person or persons by force or threat of force or violence and/or by putting the victim in fear.
- ***Aggravated Assault:*** An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by means likely to produce death or great bodily harm.
- ***Burglary:*** The unlawful entry of a structure to commit a felony or a theft.
- ***Motor Vehicle Theft:*** The theft or attempted theft of a motor vehicle.
- ***Arson:*** Any willful or malicious burning or attempt to burn, with or without intent to defraud, a dwelling house, public building, motor vehicle or aircraft, personal property of another, etc.

Violence Against Women Act (VAWA) Offenses

Stalking: 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 to suffer substantial emotional distress.

Dating Violence: Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of such a relationship shall be determined based on the reporting party's statement and with consideration of the length of the relationship, the type of

relationship, and the frequency of the interaction between the persons involved in the relationship.

Domestic Violence: A felony or misdemeanor crime of violence committed:

- By a current or former spouse or intimate partner of the victim.
- By a person with whom the victim shares a child in common.
- By a person who is cohabitating with, or has cohabitated with, the victim as a spouse or intimate partner.
- By a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.
- By any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.

Hate Crimes

A hate crime is defined as any of the above criminal offenses and/or any other crime involving bodily injury reported to local police agencies or to a campus security authority that manifests evidence that the victim was intentionally selected because of bias. The categories of bias under the Clery Act are: Race, Religion, Sexual Orientation, Gender, Gender Identity, Ethnicity, National Origin and Disability. Additionally, any of the crimes listed below will be considered hate crimes if there is evidence that the crime occurred due to bias as designated above.

- ***Larceny:*** The unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another.
- ***Simple Assault:*** An unlawful physical attack by one person upon another where neither the offender displays a weapon, nor the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration, or loss of consciousness.
- ***Intimidation:*** To unlawfully place another person in reasonable fear of bodily harm through the use of threatening words and/or other conduct, but without displaying a weapon or subjecting the victim to actual physical attack.
- ***Vandalism:*** To willfully or maliciously destroy, injure, disfigure, or deface any public or private property, real or personal, without the consent of the owner or person having custody or control by cutting, tearing, breaking, marking, personal, without the consent of the owner or person having custody or control by cutting, tearing, breaking, marking, painting, drawing, covering with filth, or any other such means as may be specified by local law.



Jeanne Clery Act Crime Statistics

The Kean Department of Public Safety and Police has been a contributor to the state and federal Uniform Crime Reporting System since 1975. Portions of the Uniform Crime Report for the last three calendar years may be reviewed in the *Annual Campus Security and Fire Safety Report.*

Kean University Main Campus

Crime Reporting Statistics

January 2022 - December 2024
In compliance with the Jeanne Clery Act

Calendar Years	2024 1/1-12/31				2023 1/1-12/31				2022 1/1-12/31			
Criminal Offenses	A	B	C	D	A	B	C	D	A	B	C	D
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
Robbery	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	1	0	0	0	0	0	0	0
Burglary	1	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	1	0	0	0	1	0	0	0	4	0	1	0
Arson	0	0	0	0	1	0	0	0	3	0	0	0
Sex Offenses												
Rape	3	0	0	3	2	0	1	2	1	0	0	1
Fondling	4	0	0	1	0	0	0	0	1	0	0	0
Incest	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	1	0	0	1	0	0	0	0
Hate Crimes												
Larceny-Theft	0	0	0	0	0	0	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0	0	0	1*	0	0	0
Intimidation	0	0	0	0	1*	0	0	0	3*	0	0	1
Destruction, Damage, or Vandalism of Property	1*	0	0	0	1*	0	0	0	1*	0	0	0
VAWA Offenses												
Domestic Violence	0	0	0	0	0	0	0	0	1	0	0	1
Dating Violence	0	0	0	0	3	0	0	1	4	0	0	3
Stalking	2	0	0	0	1	0	0	1	1	0	0	0

**2022: Five (5) Bias incidents (1) Simple Assault indicated a race bias, (2) Intimidation indicated a race bias (1) Intimidation and religion indicated bias and (1) Vandalism indicated a race bias.*

**2023: 1 case of intimidation based upon race 1 Destruction, Damage or Vandalism of Property based upon religion.*

**2024 - (1) Vandalism indicated race bias and religion.*

Unfounded Crimes: 2022-0, 2023-0, 2024-0.

Number of Arrests for Following Crimes

Calendar Years	2024 1/1-12/31				2023 1/1-12/31				2022 1/1-12/31			
Reported Crime or Offense	A	B	C	D	A	B	C	D	A	B	C	D
Liquor Law Violations	0	0	0	0	0	0	0	0	0	0	0	0
Drug Related Violations	0	0	0	0	0	0	0	0	0	0	0	0
Weapons Possession	0	0	0	0	1	0	0	0	0	0	1	0

Arrest statistics gathered from Kean University Public Safety and Police Department

Number of Persons Referred for Campus Disciplinary Action

Calendar Years	2024 1/1-12/31				2023 1/1-12/31				2022 1/1-12/31			
Reported Violation	A	B	C	D	A	B	C	D	A	B	C	D
Liquor Law Violations	96	0	0	95	124	0	0	123	124	1	0	124
Drug Related Violations	32	0	0	31	53	0	0	53	64	0	0	64
Weapons Possession	0	0	0	0	5	0	0	5	1	0	0	1

Campus Disciplinary statistics gathered from the Office of the Vice President for Student Affairs.

Kean Ocean Campus

Crime Reporting Statistics

January 2022 - December 2024
In compliance with the Jeanne Clery Act

Calendar Years	2024 1/1-12/31				2023 1/1-12/31				2022 1/1-12/31			
Criminal Offenses	A	B	C	D	A	B	C	D	A	B	C	D
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
Robbery	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0
Sex Offenses												
Rape	0	0	0	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0
Hate Crimes												
Larceny-Theft	0	0	0	0	0	0	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0	0	0	0	0	0
Destruction, Damage, or Vandalism of Property	0	0	0	0	0	0	0	0	0	0	0	0
VAWA Offenses												
Domestic Violence	0	0	0	0	0	0	0	0	1	0	0	0
Dating Violence	0	0	0	0	0	0	0	0	0	0	0	0
Stalking	0	0	0	0	0	0	0	0	1	0	0	0

Hate crimes are reported to the DCSS, campus officials, and other law enforcement agencies. A hate crime is defined as a crime committed that is intentionally directed at a person or persons selected on the basis of actual or perceived race, gender, religion, sexual orientation, ethnicity, or disability.

Number of Arrests for Following Crimes

Calendar Years	2024 1/1-12/31				2023 1/1-12/31				2022 1/1-12/31			
Reported Crime or Offense	A	B	C	D	A	B	C	D	A	B	C	D
Liquor Law Violations	0	0	0	0	0	0	0	0	0	0	0	0
Drug Related Violations	0	0	0	0	1	0	0	0	0	0	0	0
Weapons Possession	0	0	0	0	0	0	0	0	0	0	0	0

Arrest statistics gathered from Kean University Public Safety and Police Department and Ocean County College Campus Security and Public Safety Department

Number of Persons Referred for Campus Disciplinary Action

Calendar Years	2024 1/1-12/31				2023 1/1-12/31				2022 1/1-12/31			
Reported Violation	A	B	C	D	A	B	C	D	A	B	C	D
Liquor Law Violations	0	0	0	0	0	0	0	0	0	0	0	0
Drug Related Violations	0	0	0	0	0	0	0	0	0	0	0	0
Weapons Possession	0	0	0	0	0	0	0	0	0	0	0	0

PLEASE NOTE: These are all activities reported, not necessarily actual incidents. To learn more and search statistics, visit the "Campus Crime and Security at Postsecondary Education Institutions" homepage at ope.ed.gov/security.

Wenzhou-Kean University Campus

Crime Reporting Statistics

January 2022 - December 2024
In compliance with the Jeanne Clery Act

Calendar Years	2024 1/1-12/31				2023 1/1-12/31				2022 1/1-12/31			
Reported Criminal Offenses	**A**	**B**	**C**	**D**	**A**	**B**	**C**	**D**	**A**	**B**	**C**	**D**
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
Robbery	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0
Sex Offenses	**A**	**B**	**C**	**D**	**A**	**B**	**C**	**D**	**A**	**B**	**C**	**D**
Rape	0	0	0	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0
Hate Crime	**A**	**B**	**C**	**D**	**A**	**B**	**C**	**D**	**A**	**B**	**C**	**D**
Larceny-Theft	0	0	0	0	0	0	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0	0	0	0	0	0
Destruction, Damage, or Vandalism of Property	0	0	0	0	0	0	0	0	0	0	0	0
VAWA Offenses	**A**	**B**	**C**	**D**	**A**	**B**	**C**	**D**	**A**	**B**	**C**	**D**
Domestic Violence	0	0	0	0	0	0	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0	0	0	0	0	0	0
Stalking	0	0	0	0	0	0	0	0	0	0	0	0

**There were no incidents of bias hate crimes reported for 2022 to 2024.*
Unfounded Crimes: 2022-0, 2023-0, 2024-0.

Number of Arrests for Following Crimes

Calendar Years	2024 1/1-12/31				2023 1/1-12/31				2022 1/1-12/31			
Reported Crime or Offense	**A**	**B**	**C**	**D**	**A**	**B**	**C**	**D**	**A**	**B**	**C**	**D**
Liquor Law Violations	0	0	0	0	0	0	0	0	0	0	0	0
Drug Related Violations	0	0	0	0	0	0	0	0	0	0	0	0
Weapons Possession	0	0	0	0	0	0	0	0	0	0	0	0

All statistics gathered from Wenzhou-Kean University Office of Student Affairs

Number of Persons Referred for Campus Disciplinary Action

Calendar Years	2024 1/1-12/31				2023 1/1-12/31				2022 1/1-12/31			
Reported Violation	**A**	**B**	**C**	**D**	**A**	**B**	**C**	**D**	**A**	**B**	**C**	**D**
Liquor Law Violations	0	0	0	0	0	0	0	0	0	0	0	0
Drug Related Violations	0	0	0	0	0	0	0	0	0	0	0	0
Weapons Possession	0	0	0	0	0	0	0	0	0	0	0	0

Campus disciplinary statistics gathered from the Wenzhou-Kean University Office of Student Affairs

Key to the locations of reported arrests and referrals for campus disciplinary action:

A = On Campus

B = Non-Campus Building

C = Public Property

D = In Residence Hall System (OCC does not have Residence Halls)

Note: The 'A' "On Campus" category includes all crimes reported in 'D' "In Residence System" category.

Key to Locations of the Reported Criminal Offenses Table:

A = On Campus
"Any building or property owned or controlled by an institution of higher education within the same reasonably contiguous geographic area of the institution and used by the institution in direct support of, or in a manner related to, the institution's educational purposes, including residence halls; and property within the same reasonably contiguous geographic area of the institution that is owned by the institution but not controlled by another person, is used by students, and supports institutional purposes."

B = Non-Campus Building
"Any building or property owned or controlled by a student organization recognized by the institution; and any building or property (other than a branch campus) owned or controlled by an institution of higher education that is used in direct support of, or in relation to, the institution's educational purposes, is frequently used by students, and is not within the same reasonably contiguous geographic area of the institution."

C = Public Property
"All public property that is within the same reasonably contiguous geographic area of the institution, such as a sidewalk, a street, other thoroughfare or parking facility, and is adjacent to a facility owned or controlled by the institution if the facility is used by the institution in direct support of, or in a manner related to the institution's educational purposes."

D = In Residence System
"All residence halls or other residential facilities for students on campus."

Reporting Crimes and Emergencies

Union Campus

The Union campus maintains its own police department, providing patrol and response 24 hours a day, seven days per week. Members of the University community are encouraged to report all crimes actual, attempted, or suspected——as well as any other emergency situations. Code Blue emergency telephones have been strategically placed at 14 outdoor and 5 indoor locations throughout the Union campus; use them for non-emergency and emergency situations. For non-emergencies, use the keypad to dial five-digit on-campus telephone numbers. For emergencies push the red button. The police non-emergency number is 74800. Free on-campus telephones are located in the lobbies and corridors of most campus buildings.

Kean University Blue Light Emergency Telephones

1. D'Angola Gymnasium - Rear of Building Facing Playing Fields
   Phone # 908-737-5547
2. D'Angola Gymnasium - Side of Building Facing Parking Lot.
   Phone # 908-737-5548
3. Burch Hall - Walkway Between Burch and Whiteman
   Phone # 908-737-6698
4. Hutchinson Hall - Sidewalk Next to Parking Lot
   Phone # 908-737-4096
5. Kean Lot - Middle of the Lot
   Phone # 908-268-1256
6. Downs Hall - On Path to Quad and Downs Lot
   Phone # 908-737-4899
7. Wilkins Theatre (TPA) - Main Entrance Facing Vaughn Eames
   Phone # 908-737-4366
8. Miron Student Center - Corner Facing Library Next to Path
   Phone # 908-737-5296
9. Library - Front Corner Facing Brook
   Phone # 908-737-4696
10. Technology Bldg. - Entrance Facing Brook
    Phone # 908-737-3567
11. East Campus - Side Entrance Facing Upper Parking Lot
    Phone # 908-737-5997
12. East Campus - Corner of Bldg. Facing Lower Parking Lot
    Phone # 908-737-5996
13. Science Bldg. - Room 249
    Phone # 908-737-3723
14. Bruce Hall - Room 215
    Phone # 908-737-3621
15. Vaughn-Eames Lot - Sidewalk (Middle of Lot)
    Phone # 908-737-4381
16. Vaughn-Eames Lot - Rear of Lot
    Phone # 908-737-4380
17. Vaughn Eames Lot - Sidewalk by Booth 1
    Phone # 908-737-4382
18. .Freshmen Hall - Courtyard Between Freshmen and Bartlett
    Phone # 908-737-7323
19. .LHAC - Back of Building by Handicap Parking
    Phone # 908-354-505
20. Hynes Hall - Rear of Building in Parking Lot
    Phone # 908-994-0805
21. Hynes Hall - Front Lot
    Phone # 732-956-7214
22. Cougar Walk - One Stop Station
    Phone # 732-943-8367
23. Visitors Circle - Outside Townsend
    Phone # 732-956-7214
24. 4.Bruce Lot - Outside Bruce Hall
    Phone # 732-956-8985

UPDATED Sep-24

Ocean County College - Kean Ocean Campus

Emergency Call Boxes are located in Ocean County College campus buildings and in Ocean County College parking lots #1 and #2. In the parking lots, call box locations are indicated by a bright blue light above each call box.

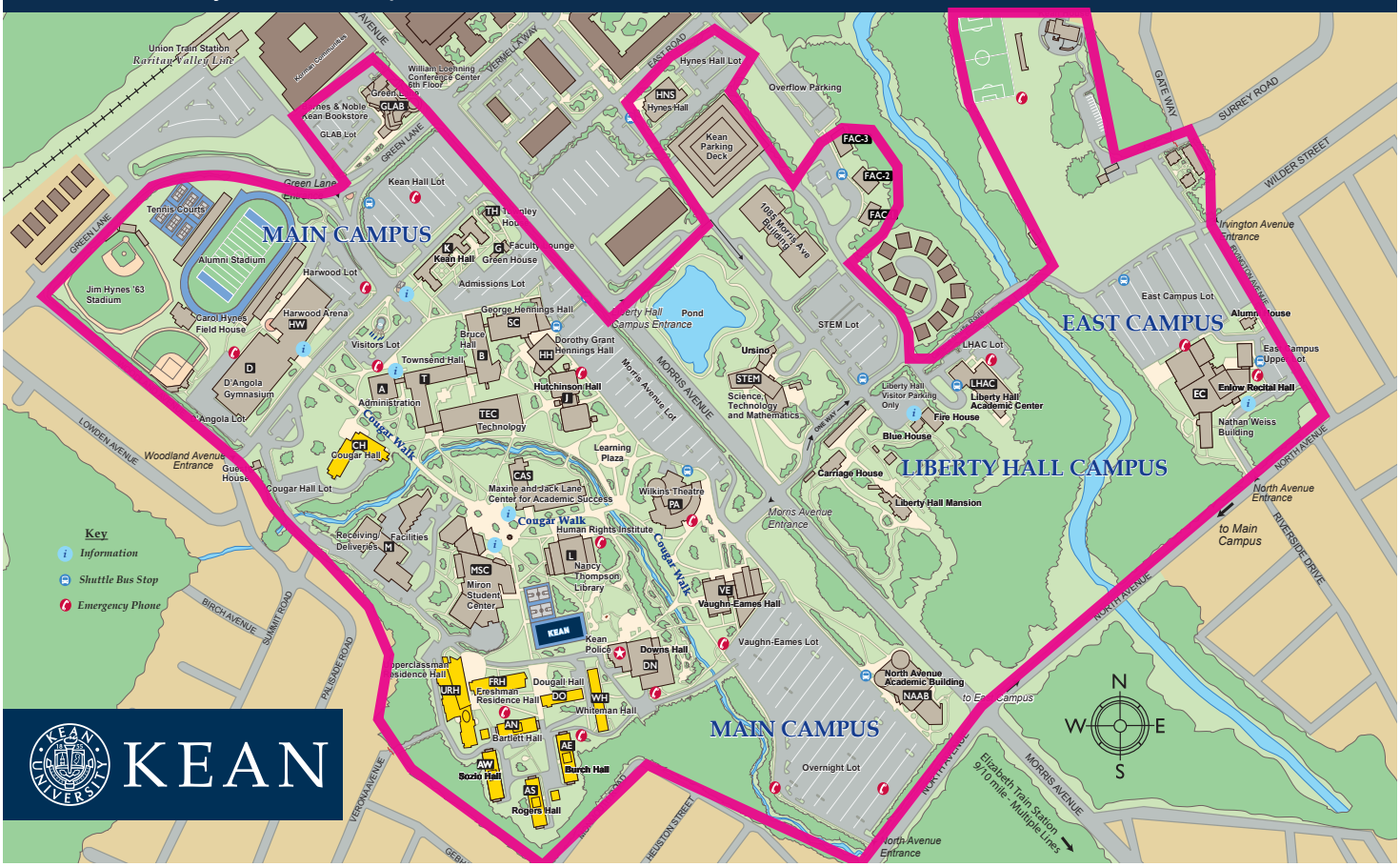
Anonymous Reporting

Members of the Kean University community may report criminal or suspicious activity anonymously either by calling the Police Communications Center at (908) 737-4800 or by emailing www.kupolice@kean.edu with as specific a report as possible. University Police Officers may also be asked to file a report by anyone without revealing their identity. Anonymous reporting should not be used during an emergency situation. Anonymous reports will be investigated as fully as the amount of information provided for allows, however, it may not be possible to bring charges with the absence of an identified victim or witness to a crime. Anonymous reports are counted and disclosed in the proper category within the annual security report for the University.



Campus Maps

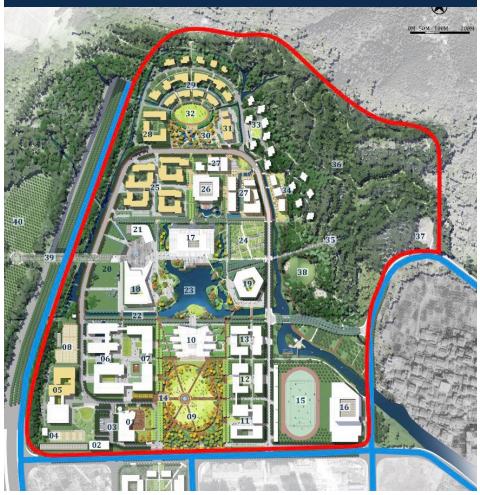
Kean University Union Campus



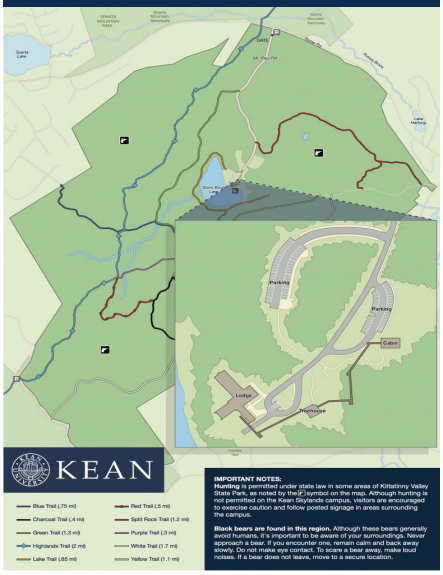
Kean Ocean Campus



Wenzhou-Kean University Campus



Kean Skylands Campus



Map Key: On-Campus (Campus Property) | Off-Campus (Residential) | Residence Halls | Public Property

Smoke-Free Air Act and Kean University No Smoking Policy

Kean UniversityKean University has been “Smoke-Free” since the enactment of the Smoke Free Air Act in April 2006. This Act, as well as Kean University’s policy, prohibits smoking in any buildings on campus (including residence halls), private offices, maintenance areas, all state vehicles, and in or around the grounds of the Kean University Child Care and Development Center. **In addition, any individual who smokes in permitted areas is required to stay a minimum of three (3) feet from any building entrance**. This policy includes products such as cigarettes, cigars, hookahs, pipes, roll-your-own tobacco, smokeless tobacco, cannabis/marijuana, and electronic delivery systems (e.g., e-cigarettes, vapes, pens, etc.).

Anyone found smoking inside any buildings on campus (including residence halls), private offices, maintenance areas, or state vehicles will be subject to disciplinary action by the University. The responsibility for the enforcement of this policy is a collective effort by the entire University community. Complaints against employees can be reported to Employee Relations in the Office of Human Resources, 2nd Floor, Administration Building. Complaints against students should be reported to the Office of Student Accountability, Standards, and Education, Miron Student Center, Room 317.

Cannabis/Marijuana

On February 22, 2021, the State of New Jersey legalized the purchase and use of recreational cannabis to be consumed on private property for adults 21 and older and decriminalized underage possession. In addition, New Jersey law permits the use of medicinal cannabis in certain circumstances (i.e., by persons holding valid New Jersey registry cards with prescriptions from appropriately registered physicians). It is important for employees and students to know these laws and understand their implications on Kean’s campuses.

The passage of the law does **NOT** permit the use of cannabis/marijuana on University grounds, in University buildings (including residence halls), facilities, or public areas. Cannabis remains a controlled substance under federal law. As an institution of higher education that receives federal funds, Kean University must comply with the Drug-Free Schools and Communities Act Amendments of 1989 (20 U.S.C. Section 1011i). As such, the use, possession, or distribution of cannabis/marijuana for any purpose, is prohibited on all Kean University leased, owned, or controlled property, parking lots, and at University-sponsored events and activities, or while conducting University business, regardless of whether or not such use would be permissible under New Jersey law.

Therefore, it is strictly prohibited for anyone (regardless of age) to use any form of cannabis/marijuana anywhere on Kean University campus, even with a prescription. This includes vape pens, hookahs or vaporizers, and edibles. Student Health Services will not distribute medicinal cannabis nor will their representatives write prescriptions for medicinal cannabis. Furthermore, possession of and being under the influence of cannabis/marijuana are violations of the Kean Drug and Alcohol Policy.

Sanctions

Any employee(s) found violating this No Smoking Policy will be subject to progressive disciplinary action by the University, up to and including termination of employment.

Any student(s) found responsible for violation of this policy will face sanctions and penalties under the Kean University Student Code of Conduct. The following range of sanctions may be imposed by the Office of Student Accountability, Standards and Education:

First Violation:

· Written warning

· $75.00 fine

· Alternatives I Educational Program

Second Violation

· $125.00 fine

· Alternatives II Educational Program

· Housing Probation for 12 months

Third Violation

· Termination of the Housing Contract

· Parental Notification

Notwithstanding the foregoing, egregious violations of this Policy may result in more severe sanctions in the sole discretion of Kean University.

If there are any questions regarding the Kean University smoking policies, please contact the Office of Student Accountability, Standards, and Education.

Updated:12/2023

Drug and Alcohol Policy

The information found within this section of the Annual Security Report provides information that complies with the Drug-Free Schools and Campuses Regulations.

I. Drug and Alcohol Policy Statement

A. Policy Overview

Kean University is an educational institution that strives to create and maintain an environment that is free from substance abuse and the negative consequences that result from illicit use and abuse. The following expectations and drug and alcohol policies apply to all Kean University campuses. The University has made a commitment to educate its community about the physical, psychological and legal consequences of substance abuse, as well as provide treatment or referral services to those in need of assistance.

B. Kean University Alcohol Policy Statement

Kean University's Board of Trustees considers the consumption of alcoholic beverages within its confines a privilege subject to the limitations imposed by law and University policy as befitting the decorum and dignity of an academic community. Kean University acknowledges its commitment to encourage students to pursue a quality education by providing an environment that is conducive to the total health, education and well-being of the person. To this end, the University permits the moderate and responsible consumption of alcoholic beverages on campus within stated limits. The sale, service and consumption of alcoholic beverages must comply with the limitations established by University policies, local ordinances, New Jersey state laws, applicable federal laws, and local ordinances and laws at the Wenzhou-Kean campus.

C. Kean University Illicit-Drug Policy

Kean University abides by the laws of the federal, state and local governments that prohibit the possession or distribution of illicit narcotics, drugs or other controlled dangerous substances. Kean University has certified to both the federal and state of New Jersey governments that it is committed to maintaining a drug-free workplace as stipulated by the Drug-Free Workplace Act of 1988 and New Jersey Gov. Thomas Kean's Executive Order 204 of March 18, 1989. Kean University enforces the drug laws as legislated and approved by the New Jersey Comprehensive Drug Reform Act of 1986 (Code of Criminal Justice, 2c: 35-1). Kean University is compliant with the Drug-Free Schools and Communities Act of 1989, and its biennial reporting requirement. Copies of the Kean University report are available on request from the Office of the Vice President for Student Affairs.

D. DRUG-FREE WORKPLACE ACT

In 1989, the governor of the state of New Jersey issued Executive Order 204 establishing a "Policy for a Drug-Free Workplace in New Jersey State Government," set forth in full below. As the Executive Order explains, the state is committed to maintaining a drug-free workplace in order to protect the health and safety of state employees and the public, and compliance with the terms of the executive order is a condition of continued employment at Kean University. In order to maintain the safety and well-being of our employees, Kean University strictly prohibits on the job use, or impairment from, illegal drugs and/or alcohol while employed at the University. In addition, this policy prohibits the unlawful manufacture, distribution, dispensation, possession or use of a controlled dangerous substance on any of the University campuses. Violation of this policy may result in the imposition of discipline, up to and including termination, and such other civil or criminal penalties as allowed by law.

State of New Jersey

Executive Order #204

Governor Thomas H. Kean

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

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.

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.

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.

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, and to require employees and employers to give notice of any conviction for a drug offense committed in the workplace.

WHEREAS, The citizens of this 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 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.

4. 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.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.

5. 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.

6. 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.

7. 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.

8. 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.

9. 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.

10. 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 distribution. A program entitled "Drug-Free Awareness" is being developed, and upon completion will be provided to all employees.

11. 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.2C:43-12 et seq., or a conditional discharge, pursuant to N.J.S.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, C.24:21-1 et seq., and as modified in any regulation issued by the Commissioner of Health. It also includes controlled substances in Schedules I through V of Section 202 of the Federal Controlled Substance Act of 1970 (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 R.S.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.

12. This Policy is effective March 18, 1989 and shall remain in effect until superseded by statute, regulation or Executive Order.

Issued March 14, 1989

II. Standards of Conduct

A. Alcohol Regulations

1. The Vice President for Student Affairs has been charged with overall responsibility to administer and enforce the campus alcohol policies.
2. All members of the University community, students, faculty, staff, administrators, alumni and their guests, are subject to limitations and procedural requirements established therein.
3. A person who has not attained the legal drinking age of 21 will not acquire, possess or consume any alcoholic beverage on the campus, nor will such underage person enter any facility with the intent to acquire, possess or consume any alcoholic beverage.
4. A person of legal age will not give any alcoholic beverage to a person under the legal drinking age, nor will he or she assist or allow such person to acquire or consume any alcoholic beverage.
5. Disorderly conduct resulting from the use of alcohol is unacceptable and will be considered a serious violation of the *Code of Student Conduct*.
6. Students and staff are not permitted to bring alcoholic

beverages to campus athletic and social events.

7. Alcohol may be served on campus only in designated areas, provided the event receives special authorization from the Office of the Vice President for Student Affairs.
8. Alcoholic beverages are not permitted in any student or University staff office.
9. The consumption, sale and possession of alcoholic beverages must be confined to the areas specified in this policy.
10. Anyone carrying open containers of alcoholic beverages and/or consuming alcohol outside of these specified locations will be in violation of University policy, township ordinance and state law and are subject to legal and/or conduct action.
11. Any disruptive and/or inappropriate behavior resulting from the use of alcoholic beverages will be considered a serious violation of University policy.

B. Illicit-Drug Regulations

The possession or distribution of narcotics, dangerous drugs or controlled dangerous substances that are prohibited by the laws of the federal, state or local government are also clearly prohibited by Kean University and are subject to legal action.

C. Other Sanctions

The above sanctions do not supplant or supersede statutory or administrative law at the 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 University.

III. Kean University Sanctions for Violation of Student Standards of Conduct

A. Violation of the Alcohol Policy

1. Any student who fails to adhere to this policy will be found responsible for violating the *Student Code of Conduct* and subject to appropriate remedies as determined by the University. These remedies are designed to educate the student about the consequences of substance abuse and may include–upon exercise of the discretion of the student conduct administrator–fine, warning, probation, parental notification, suspension or dismissal, as well as revocation of the privilege to consume alcohol on campus and/or to attend University-sponsored events at which alcohol will be served or consumed.
2. The student conduct administrator may, upon exercise of professional discretion, institute the following system of fines:
   a. First Violation – $75 fine
   b. Second Violation – $125 fine
   c. Third Violation – $300 fine
   d. Non-resident Student – $200

All of the above remedies are cumulative for one year, September 1 through August 30. Alcohol violations in the residence halls are appealed to the Office of Residence Life. Alcohol violations from non-resident students are handled by the Office of Student Accountability, Standards and Education.

Additional remedies may be assigned as deemed appropriate by the assigned student conduct administrator. These remedies may include the following: parental notification, restriction from attending University events, residence hall no trespass orders, University-wide no trespass orders, residence hall contract termination, and mandatory substance abuse education and/or treatment, among others. A student has the right to appeal assigned remedies as set forth in the *Student Code of Conduct*.

B. Violation of Illicit-Drug Policy

1. The Office of Student Accountability, Standards and Education will review each case for conduct action, which may include suspension or expulsion from the University. Only significant extenuating circumstances and/or required enrollment and active participation in a drug rehabilitation program will be considered as a condition of continued enrollment.
2. Students involved in the distribution or sale in any way of any amount of illicit drugs will be suspended from the University as a minimum sanction. Students involved in the use or possession of illicit drugs will be arrested.
3. The University reserves the right to remove from the residence halls by way of contract termination a resident student involved in the use, possession or sale of illicit drugs at any time during the year.

IV. Legal Sanctions for Drug and Alcohol-Related Offenses

There are numerous local, state and federal laws regarding the inappropriate use of drugs and alcohol. The following is a limited sample of offenses and sanctions. Additional information on local, state and federal laws governing the illegal use of drugs and alcohol may be obtained from the Kean University Police. Substances considered illicit by the Chinese government or the United States are not permitted. At the Wenzhou-Kean campus, laws of both the People's Republic of China and the United States apply.

The law requires mandatory compliance with these standards of conduct. Therefore, this statement serves notice that conduct sanctions (consistent with local, state and federal law), up to and including suspension/dismissal, termination of employment, referral for prosecution and/or referral to an appropriate rehabilitation/treatment program, will be imposed on students and employees who violate them.

Police officers in New Jersey, including Kean University police officers, under the terms of the Drug Enforcement Action Plan enacted by the state attorney general, have no discretion in regard to the enforcement of the drug laws. Unless a failure to arrest is for the purpose of protecting an ongoing undercover investigation, every police officer is obliged to effect an arrest when probable cause exists to believe that a violation of the drug laws has occurred.

Offense:
Persons who are found guilty of driving while under the influence of alcohol or drugs that impairs the operator's ability to safely operate a motor vehicle.

Sanction:

First Offense

- A fine of $250-$400
- Discretionary imprisonment of up to 30 days
- Six months to one year driver's license suspension
- 12-48 hours in an Intoxicated Driver Resource Center
- $25 a day
- $1,000 insurance surcharge to be deposited in a Drunk Driving Enforcement Fund

Second Offense

- A fine of $500-$1,000
- Imprisonment of not less than two days and up to 90 days
- Two years license suspension
- 30 days of community service
- $100 fine paid to the Drunk Driving Enforcement Fund

Third Offense

- A fine of $1,000
- Imprisonment of 180 days; up to 90 days of this penalty may be served performing community service
- 10 years license suspension
- $100 surcharge to be deposited in a Drunk Driving Enforcement Fund
- $1,500 surcharge per year for three years

Offense:

For any person under the legal drinking age to enter any licensed premise with intent to purchase any alcoholic beverage, or person of legal drinking age with intent to purchase any alcoholic beverage for someone under the legal drinking age.

Sanction:

- Minimum up to $1,000 fine
- Mandatory one year driver's license suspension
- Mandatory participation in an Alcohol Education Program
- Up to 6 months imprisonment

Offense:
The use of an altered driver's license as identification.

Sanction:

- Up to $1,000 fine
- Up to one year's imprisonment

Offense:
Consumption of an alcoholic beverage in a motor vehicle by either driver or passenger.

Sanction:

- $200 fine

Offense:

Unlawful use of a prescription drug.

Sanction:

- Up to $1,000 fine
- Up to 180 day imprisonment

Offense:
Possession of a controlled substance depends on the schedule of the drug.

Sanction:

- Up to five years imprisonment
- Up to $25,000 fine
- Six months suspension of driver's license

Offense:
Growing marijuana depends upon the amount.

Sanction:

Under 1 ounce:

- $10,000 fine
- Up to 18 months imprisonment

1 ounce – 5 pounds:

- $25,000 fine
- Up to 3-5 years imprisonment

Offense:
Distribution of anabolic steroids depends on the chemical being distributed.

Sanction:

- Up to $7,500 fine
- Between 5- and 10-year prison term

V. The Dangers of Mixing Alcohol and Drugs

Because alcohol and many other drugs affect the same areas of the brain, taking them simultaneously or even fairly close together can produce a combined effect much greater than anticipated. Of the 100 most frequently prescribed drugs, more than half contain at least one ingredient known to react adversely with alcohol. If you want to drink when you are taking medication, three actions may save your life:

1. Read the warning on nonprescription drug labels or those on your prescription containers.
2. Ask your doctor about possible alcohol-drug interactions.
3. Check with your pharmacist if you have any questions about your medicines, especially those you can buy without a doctor's prescription.

Commonly Used/Abused Drugs and Their Risks

Classification	Drug	Common or Brand Name	Dependence Potential	
			Physical	Psychological
*Alcohol	Ethanol	Beer	High	High
		Wine	High	High
		Distilled Liquor	High	High
Narcotics	*Opium	**Paregoric	High	High
	Morphine	*Morphine	High	High
	Codeine	**Tylenol with Codeine, Robitussin	High	High
	*Heroin	Heroin	High	High
	Meperidine	**Demerol	High	High
	Oxycotin	Oxycodone/Oxycontin	High	High
	Other	**Fentanyl, Dilaudid, Percodan	High	High
CNS Depressants	Chloral Hydrate	*Noctec, Somnos	Moderate	Moderate
	Barbiturates	**Nembutal, Phenobarbitol, Seconal	High	High
	Glutethimide	**Doriden	High	High
	Methaqualone	Quaalude, Sopor	High	High
	Tranquilizers	Valium, Tranxene, Serax, Xanax	High	High
	Other	**Dalmane, Placidyl, Klonopin, Ativan	High	High
Stimulants	*Cocaine	Cocaine Hydrochloride	Possible	High
	*Amphetamine	**Benzedrine, Biphetamine, Desoxyn, Dexedrine	Possible	High
	Methylphenidate	**Ritalin, Concerta	Possible	High
	Other	Didrex, Sanorex,	Possible	High
		Methamphetamine	Possible	High
Hallucinogenics	*LSD	Acid, Lysergic Acid	Low	Unknown
	*Mescaline	Peyote, Peyote Buttons, Mescalito	Low	Unknown
	*Psilocybin	Magic Mushrooms, ‘Shrooms	Low	Unknown
	*MDMA	Molly, Ecstasy	Unknown	Unknown
	* Phencyclidine	Angel Dust PCP, Crystal	Unknown	Unknown
Inhalants	Airplane Glue	Active Ingredient: Toluene	Unknown	Unknown
	Lighter Fluid	Active Ingredient: Naphtha	Unknown	Unknown
	Spray Paints	Active Ingredient: Petroleum Distillates	Unknown	Unknown
	Paint Thinner	Active Ingredient: Petroleum Distillates	Unknown	Unknown
	Gasoline	Active Ingredient: Petroleum Distillates	Unknown	Unknown
	“Poppers”	Active Ingredient: Alkyl nitrite	Unknown	Unknown
Cannabis	*Marijuana	Indo, Hydro, Grass, Pot, Weed, Dope, Bud	Low	Moderate
	*Hashish	Hash	Low	Moderate
	*Hash Oil		Low	Moderate
Tobacco	Nicotine	Cigarettes	Moderate	High
		Cigars	Moderate	High
		Chewing Tobacco		
		Hookah		

**Alcohol and other drug use during pregnancy increases the risk of physical harm to the fetus.*
***Psychoactive drug effects refer to use at a greater-than-prescribed, therapeutic-dosage level.*

Classification	Acute Effects	Health Risks and Effects of Long-Term Use***	Overdose Effects
*Alcohol	Lowered Inhibitions Impaired Judgment, Vision Loss of Motor Skills, Coordination Slurred Speech	Hypertension, Liver Damage Cardiovascular Disease Toxic Psychosis Neurologic Damate Ulcers, Gastritis, Delirium Tremors	Coma Possible Death
Narcotics	Euphoria, Drowsiness Respiratory Depression Constricted Pupils Nausea, Vomiting Analgesia (Pain Relief)	Loss of Appetite Constipation Risk of AIDS, Hepatitis from IV Drug Use, Other Viruses, Infections to Heart Lining Valves, Liver Disease, Pulmonary Complications	Shallow Respiration Clammy Skin Convulsions, Coma Possible Death May be toxic if mixed with alcohol
Depressants	Slurred Speech Disorientation Drunken Behavior Without the Odor of Alcohol Relaxation, Depression	Addiction with Withdrawal Toxic Psychosis	Shallow Respiration Cold, Clammy Skin Weak, Rapid Pulse Come Possible Death May be toxic if mixed with alcohol
Stimulants	Feeling of Well-Being Excitation, Euphoria Increased Alertness Increased Blood Pressure, Pulse Insomnia, Appetite Loss	Delusions Hallucinations (Toxic Psychosis) Possible Organ / Tissue Damage	Agitation Temperature Increase Hallucinations Convulsions Heart Attack, Stroke Respiratory Arrest
Hallucinogenics	Rapid Heart Rate Dilated Pupils, Lowered Body Temperature, Increased Blood Sugar Delusions / Hallucinations Distorted Perception of Time, Space and Reality	Paranoia, Hallucinogens, especially LSD, may intensify existing psychosis Possible Violent Behavior Flashbacks, Anxiety & Depression	Convulsions, Coma Intense “Bad Trips” Psychosis Possible Sudden Death
Inhalants	Slurred Speech Drunken Behavior Impaired Judgment Poor Coordination	Hallucinations Possible Damage to Bone Marrow, Lungs, Kidneys, Liver, heart, Brain, Eyes	Unconsciousness Coma Possible Toxic Reaction Possible Sudden Death
Cannabis	Tachycardia: Reddened Eyes Euphoria: Profound Humor Altered Time / Space Perception Short-Term Memory Loss Increased Appetite	Altered Senses, Change in mood, Difficulty with thinking and problem-solving, Impaired memory, High doses may lead to hallucinations and delusions	High levels of anxiety, Panic attack, Rapid heart rate, Nausea and vomiting, Extreme confusion and memory problems
Tobacco	Relaxation Stimulation	Cardiovascular Disease, Lung Cancer Respiratory Illness	Possible death at very high dosage level

**** Additional risk of harm from toxic impurities in “street” drugs.*

Students Convicted of Possession or Sale of Drugs

HEA Section 484(R) 34 CFR 668.40

A federal or state drug conviction can disqualify a student for Federal Student Aid (FSA) funds. The student self-certifies in applying for aid that they are eligible (FAFSA question 23c).

Convictions count against a student for aid eligibility purposes if:

- They were for an offense that occurred during a period of enrollment for which the student was receiving federal student aid;
- or unless the student was denied federal benefits for drug trafficking by a federal or state judge.

Conversely, a conviction that was reversed, set aside, or removed from the student's record does not count, nor does one received when they were a juvenile, unless they were tried as an adult.

The chart below illustrates the period of ineligibility for FSA funds, depending on whether the conviction was for sale or possession and whether the student had previous offenses. (A conviction for sale of drugs includes convictions for conspiring to sell drugs.)

	Possession	Sale
1st Offense	1 year from date of conviction	2 years from date of conviction
2nd Offense	2 years from date of conviction	Indefinite period
3+ Offenses	Indefinite	

If the student was convicted of both possessing and selling illegal drugs, and the periods of ineligibility are different, the student will be ineligible for the longer period.

The school will provide each student who becomes ineligible for FSA funds due to a drug conviction a written notice of their loss of eligibility and the methods whereby they can become eligible again.

Regaining Eligibility

A student regains eligibility the day after the period of ineligibility ends or when they successfully complete a qualified drug rehabilitation program that includes passing two unannounced drug tests given by such a program. Further drug convictions will make them ineligible again.

Students denied eligibility for an indefinite period can regain it, either after successfully completing a rehabilitation program (as described below, which includes passing two unannounced drug tests from such a program), or if a conviction is reversed, set aside, or removed from the student's record so that fewer than two convictions for sale or three convictions for possession remain on the record. In such cases, the nature and dates of the remaining convictions will determine when the student regains eligibility. It is the student's responsibility to certify that they have successfully completed the rehabilitation program.

When a student regains eligibility during the award year, they may be awarded Pell Grant, TEACH, and campus-based aid for the current payment period and Direct Loans for the period of enrollment.

Standards for a qualified drug rehabilitation program:

- A qualified drug rehabilitation program must include at least two unannounced drug tests and satisfy at least one of the following requirements:
- Be qualified to receive funds directly or indirectly from a federal, state, or local government program.
- Be qualified to receive payment directly or indirectly from a federally or state licensed insurance company.
- Be administered or recognized by a federal, state, or local government agency or court.
- Be administered or recognized by a federally or state-licensed hospital, health clinic, or medical doctor.

A student, who will need to enter such a program, must first be sure that the program meets these requirements.

Source – FSA HB APR 2013 Sexual Harassment Policy Statement

Alcohol and Drug Use Prevention and Intervention Programs

Kean University recognizes that an essential feature to student wellness is having a comprehensive alcohol and drug model adopted (AOD). The essential elements of this include an environmental management approach which recognizes that student behavior is impacted at multiple levels. This can include, but is not limited to, personal, peer, institutional and policy elements.

The Coordinator of Alcohol and Other Drug Services is responsible for the development and implementation of sanctioned meetings with the Office of Alcohol and Other Drug Services. This area is housed in the Kean Wellness Center and falls under the Division of Integrated Health, Safety and Response Services. The Coordinator of Alcohol and Other Drug Services is the Chair of Alcohol, Tobacco and Other Drugs Task Force (AToD).

Programs Available for Employees

Employees with drug and/or alcohol problems are encouraged to request assistance from the Employee Assistance Advisory Program (EAP). The EAP is a confidential counseling service to help full-time employees who are experiencing problems with job performance because of drugs, alcohol, and other reasons. For information on EAP, visit www.kean.edu/offices/human-resources/benefits/benefits-work-life-balance/employee-assistance-program. Additional questions about available treatment services may be directed to

Yrelys Tapanes, Associate Director for Benefits, by calling (908) 737-3313 or via email at ytapanes@kean.edu.

Substance Prevention

Kean University remains committed to educating its community about the potential consequences of substance use. To that end, the University raises awareness relating to the personal impact of substance use as well as University policies and federal and state law.

Student Education

Alcohol Edu for College and Sexual Assault Prevention for Undergraduates: the online psychoeducational modules created by Vector Solutions are designed to help students think deeply about critical issues they may face will in college. The Alcohol Edu module educates students on how to make healthier choices with respect to alcohol and other drugs. The sexual assault prevention for undergraduate module covers sexual assault and other VAWA related offenses to promote healthy relationship behaviors and bystander intervention skills. These courses are assigned to all first year and transfer students.

Wellness Workshops: The Office of Student Accountability, Standards and Education, along with Alcohol and Other Drug Services, present wellness workshops to incoming freshman and transfer students as part of their general education Transition to Kean (GE*1000) requirements. These workshops highlight important health and safety information, as well as the University's alcohol and drug policies. These workshops also provide a forum for students to ask questions they may have regarding substance use and its consequences.

Alcohol, Tobacco and Other Drugs Task Force (AToD)

As part of Kean University's commitment to supporting the health and well-being of its community members, the Alcohol, Tobacco and Other Drugs Task Force (AToD) identifies legislative trends that impact University policies relating to alcohol and drug use.

Campus-Wide Programmatic Event

Substance Intervention

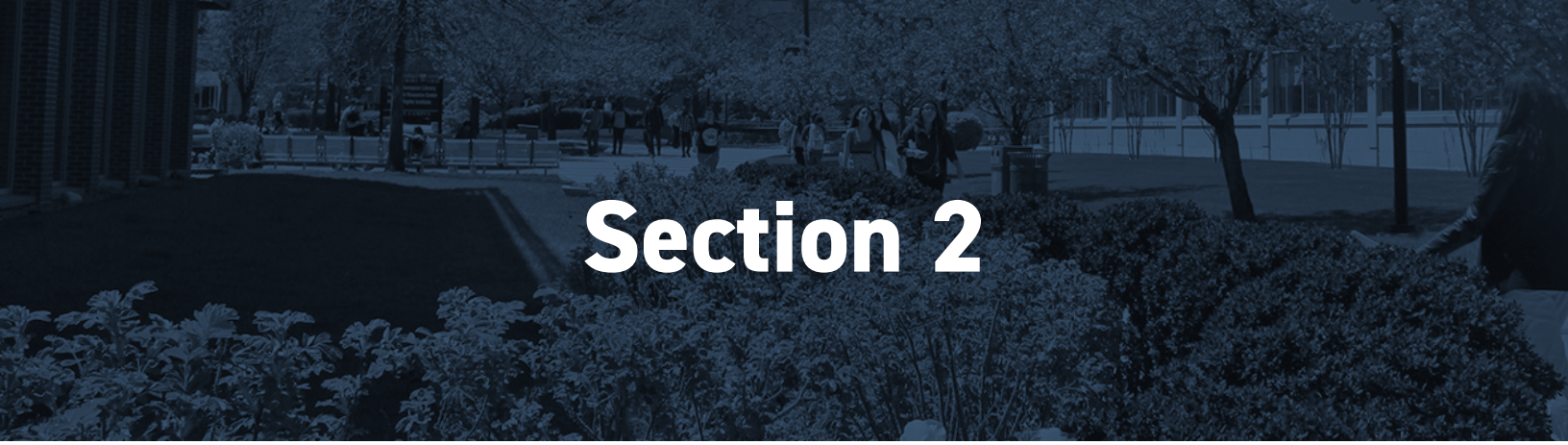
Alcohol and Other Drug Services works with students to address on-going concerns relating to substance use through targeted intervention strategies. The goal of intervention is to promote the academic success and personal well-being of each individual student. These intervention strategies include:

Individual screenings: Individualized screening consists of a comprehensive consultation and personalized treatment recommendation plan provided to students free of charge.

Early Intervention Psycho-Educational Programs: Kean University offers a variety of programs to help students examine their alcohol and other substance use, its effects, and consequences in their personal lives. These programs include:

- **Choices I and Choice II:** are specialized programs for students who are found in violation of Residence Life or University alcohol policy. The program involves an individual substance screening and psychoeducational information.
- **Alternatives I and Alternatives II:** are specialized programs for students who are found in violation of the Residence Life or University cannabis policy. The program involves an individual substance screening and psycho-educational information.
- **Personalized Student Assessments:** Alcohol eCHECKUP TO GO and Cannabis eCHECKUP TO GO are anonymous brief online self-assessments that help students evaluate their alcohol and/or cannabis use through personalized feedback and provide resources.





Section 2

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Overview

Kean University cares deeply about the safety, well-being and dignity of its community members. To that effect, sexual harassment, including sexual assault, sexual violence, sexual exploitation, intimate partner violence, and/or stalking will not be tolerated at Kean University. Further, Kean University remains committed to ending sexual assault in its community. This commitment is embodied in institutional policies that prohibit sexual misconduct as well as our adherence to federal and state laws such as Title IX, Title VII of the Civil Rights Act of 1964 (as amended in 1991), the Clery Act, the New Jersey Law Against Discrimination (N.J.S.A. 10:5-1 et seq.), the Violence Against Women Act (VAWA) and the state of New Jersey's Campus Sexual Assault Victim's Bill of Rights. All members of the Kean community, guests and visitors are protected by Kean University's policies and federal and state legislation regardless of sexual orientation or gender identity.

Kean University recognizes its responsibility to raise awareness about sexual misconduct and discrimination, including sexual harassment, sexual violence, sexual exploitation, intimate partner violence and/or stalking. For that reason, the University provides annual training, education, and programmatic events that strengthen its resolve to end sexual misconduct and foster respect for each and every member of the Kean community. The University has zero tolerance for gender-based and sexual misconduct, and will follow its institutional policies and procedures to address any incidents involving its community members. Should a community member experience sexual misconduct, resources are available to help, support and empower that individual. In its effort to end sexual misconduct on campus, Kean University has adopted and adheres to the state of New Jersey's Campus Sexual Assault Victim's Bill of Rights. The Campus Sexual Assault Victim's Bill of Rights is set forth below.

New Jersey's Campus Sexual Assault Victim's Bill of Rights

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 university community in achieving these ends. Applicable state and federal laws and institutional rules and regulations governing interpersonal behavior limit the boundaries of personal freedom. 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 guaranteed right and that victims should refrain from reporting crimes in order to avoid unwanted personal publicity;
- To have any allegations of sexual assault treated seriously; and the right to be treated with dignity and compassion;
- To be free 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 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.

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 from appropriate campus counseling services;
- When applicable, 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:
  - Any rights to confidential or anonymous testing for sexually transmitted diseases, acquired immune deficiency syndrome (AIDS) or infection with the human immunodeficiency virus or any other related virus identified as a probable causative agent of AIDS, 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.
- 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;.

Campus Judicial Rights During Campus Disciplinary Proceedings

- To be afforded the same access to legal assistance as the accused;
- To be afforded the same opportunity to have others present 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 occurred;
- 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 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 "Victim's Assistance and Survivor Protection Act," P.L.2015, c.147 (C.2C:14-13 et al.), if the victim believes that the victim is at risk for re-victimization or further harm by the perpetrator.

Additional Rights Regarding DNA Profiles and Evidence

- A victim of a sexual assault offense shall have the right to be informed:
  - of whether a DNA profile of an assailant was obtained from the processing of forensic medical evidence in a sexual assault case;
  - of whether a DNA profile of an assailant has been entered into any data bank designed or intended to be used for the retention or comparison of case evidence;
  - of whether there is a match between the DNA profile of an assailant obtained in the sexual assault case and any DNA profile contained in any data bank designed or intended to be used for the retention or comparison of case evidence. This paragraph shall not apply if disclosure would impede or compromise an ongoing investigation; and
  - when sexual assault evidence is submitted to a forensic laboratory, when the evidence is compared against any data bank, and of the results of the comparison. This paragraph shall not apply if disclosure would impede or compromise an ongoing investigation.
- Upon the request of a victim of a sexual assault offense, the law enforcement agency with the primary responsibility for investigating that sexual assault case shall inform the victim of the status of the processing of all evidence collected in that case. The law enforcement agency may require that the victim's request be in writing.
- The law enforcement agency may respond to a victim's request with a written communication or by electronic mail, if an electronic mail address is available. A law enforcement agency is not required to communicate with the victim regarding the status of the processing of crime scene evidence unless the victim has made a specific request to do so.

- A sexual assault victim may designate another person of the victim's choosing to receive information requested by the sexual assault victim or any notice required.
- The law enforcement agency with the primary responsibility for investigating a sexual assault case shall provide information to a victim pursuant to this section in a timely manner and, upon request of the victim, advise the victim of any significant changes in the information of which the law enforcement agency is aware. To receive notice under this section, the victim shall inform the law enforcement agency of the name, address, telephone number, and electronic mail address of the person to whom the information should be provided, and of any changes to the information. A person accused or convicted of a crime against the victim shall not have standing to object to any failure to comply with this section. The failure to inform a sexual assault victim with notice or information pursuant to this section shall not be the basis for setting aside the conviction or sentence.

Campus Intervention Rights

- To require campus personnel to take reasonable and necessary actions to prevent further unwanted contact of victims with 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 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 “Campus Assault Victim’s Bill of Rights” 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.

Sexual Misconduct Support and Resources

Kean University remains dedicated to ensuring the safety and well- being of its community. As a result, the University works to ensure that its community members receive support and resources relating to sexual misconduct and the resolution of allegations of sexual misconduct. The information in this section provides information about University, local, state and federal resources and support relating to sexual misconduct.

If you are in an emergency situation or are in danger, call 9-1-1 for immediate help.

The following information can help you take the first steps in the healing process.

Immediately After Experiencing Sexual Misconduct

Go to a safe location as soon as you are able to.

Seek immediate medical attention if you are injured or believe you may have been exposed to the risk of an STI/STD or pregnancy.

Self-Care in the Aftermath of Sexual Misconduct

Each person reacts to sexual misconduct differently. There is no one right way to respond. Self-care is important for everyone, and looks different for everyone. The following self-care tips can help you cope with any short- and long-term effects of sexual misconduct.

Ensure that you are safe. If you are concerned that you are in immediate danger, call 9-1-1. At the Wenzhou- Kean campus, call 1-1-9. If you are at the Union campus, you may also contact Kean University Department of Public Safety and Police at (908) 737-4800 for assistance. At Kean Ocean, you may contact the Ocean County College Department of Campus Safety at (732) 255-0451. At the Wenzhou- Kean campus, contact Wenzhou- Kean Security at 0577-55870110.

Access Support and Seek Help. You have the right to decide whether and how to access support that will be helpful to you. Be patient with yourself if you feel overwhelmed and need to take a step back. There are people at Kean University who care and are ready to help when you are ready. Consider speaking with Kean University’s Student Support Services Advocate in a confidential, non-judgmental environment. To contact the Student Support Services Advocate email studentsupportadvocate@kean.edu. Don’t be afraid to ask for help.

Address Time Sensitive Concerns. If there are time-sensitive medical concerns related to your experience, Health Services can provide sensitive, respectful medical care by clinicians. They can also connect you with providers in the community for other services. If there are time-sensitive mental health concerns related to your experience, reach out to Health Services at the Union campus at (908) 737 - 4882. At Kean Ocean, contact Community Medical Center at (732) 557 - 8000. If you are at the Wenzhou- Kean campus, contact Wenzhou-Kean Health Services at 0577-55870120.

REMEMBER: It is important to preserve physical evidence that may include tissue and fluid samples, evidence of violence, sheets, towels, clothing, etc. You should avoid washing, bathing, urinating, etc., until after being examined at Kean University Health Services or the hospital, if possible. Because evidence of a sexual assault can deteriorate quickly, you should seek a medical exam as soon as possible. Evidence collection should be done within 120 hours of an assault, but fluids, hair samples and DNA can be collected for a long time thereafter. Even if you have washed, evidence can often still be obtained. After 120 hours, it may still be helpful to have medical attention, even if you are not trying to obtain evidence of an assault. Sexual assault nurse examiners are trained in the collection of forensic evidence, and can check for injuries and exposure to sexually transmitted diseases. If you are still wearing any clothes worn during the assault,

wear them to the hospital, but bring a change of clothes as the hospital will keep the clothes you are wearing as evidence. If you have changed clothes, bring the ones you were wearing during the assault to the hospital in a clean paper (not plastic) bag or a wrapped in a clean sheet. Leave sheets/towels at the scene of the assault. Police will collect them. Police typically take custody of any evidence collected at the hospital. You can choose whether or not to speak with police and/or file a criminal complaint.

***Additional information** about Forensic Evidence Collection Examinations can be obtained by asking a Health Services Clinician or accessing* www.surviverape.org.

Treat Your Body Kindly. It is normal to experience disruption to your daily self-care practices after experiencing gender-based or sexual misconduct. If you are unable to eat, sleep, or be physically active in the way that your body needs to feel healthy and well, consider speaking with a trained Health Services clinician at the Union campus at (908) 737-4882. At Kean Ocean, contact the Community Medical Center (732) 557-8000. If you are at the Wenzhou- Kean campus, contact Wenzhou-Kean Health Services at 0577-055870120.

Be Kind to Yourself. If you have experienced sexual misconduct, you may struggle with guilt or shame, or blame yourself for the event. Think of how you would respond to someone else feeling that way, and treat yourself as kindly as you would treat anyone else. Remind yourself that only the perpetrator of sexual misconduct is responsible for his or her actions. Even if you made choices that placed you in a vulnerable position, that in no way makes it acceptable for someone to take advantage of that vulnerability.

Allow Yourself to Do Things You Enjoy. If you feel comfortable engaging in activities or hobbies that bring you enjoyment or satisfaction, do it. Give yourself permission to have fun and hang out with friends when you are ready.

Seek Out Supporters Who Empower You. Friends, family, partners, and other trusted persons may struggle with their own response to your experience. Surround yourself with support persons who support you as you pursue recovery, respect your choices, and make you feel safe. Your supporters may include a counselor, a support group, or an online community of survivors. If you feel as that there is no one who will support you, you are not alone. Contact the Student Support Services Advocate by email at studentsupportadvocate@kean.edu. The Student Support Services Advocate will help you to find sources of support at Kean University and beyond. Your conversation will remain confidential unless you choose otherwise.

The information regarding self-care after trauma was adapted from https://www.rainn.org/articles/self-care-after-trauma.

Resources Available to Students Who May Have Experienced Sexual Misconduct

The following campus specific resources available for assistance:

- **For Immediate Assistance:**
  - **9-1-1 - All Campus Locations**
  - **Union Campus:** Kean University Department of Public Safety and Police (908) 737 - 4800
  - **Kean Ocean:** Ocean County College Department of Campus Safety (732) 255-0451.
  - **Wenzhou-Kean Campus:** Wenzhou-Kean Security 0577-5580110 or 0577-55870033
- **Union Campus: Student Health Services** (908) 737-4880 Monday, Thursday – Friday, 9 a.m.–5 p.m.; Tuesday - Wednesday 9 a.m. - 7 p.m.
  - **Kean Ocean:** Community Medical Center (732) 557 - 8000
  - **Kean Skylands:** Atlantic Health System; Newtown Medical Center (973) 383 - 2121
  - **Wenzhou-Kean Campus:** Wenzhou-Kean Health Services 0577-55870120
- **For Mental Health and Wellness Support (Confidential Resource):**
  - **Union and Skylands Campus:** Kean Counseling Center and Alcohol and Other Drug Services (908) 737 - 4850 Monday, Thursday - Friday, 9 a.m. – 5 p.m.; Tuesday – Wednesday 9 a.m. - 7 p.m.
  - **Kean Ocean:** Counseling Services Kean Ocean/ Ocean County College (732) 255-0386
  - **Wenzhou-Kean Campus:** Suntree Counseling 0577-055870127
- **For County Resources and Support Available to Reporting Parties (Confidential Resource):**
  - **Union County Rape Crisis Center** (800) 656-4673
  - **Union County Sexual Assault Response Team (SART)*** (908) 233-7273

  Union County has a sexual assault response team, also known as SART, which has staff specially trained in helping victims of a sexual assault. Victims can choose which services that they would like to use. In the event of a sexual assault, SART can be contacted at (908) 233-7273. You may speak with a SART representative confidentially. Rape Care advocates are another essential component to the SART. Rape care advocates are trained to help you with the emotional aspects of an assault and to help guide you through the initial aftermath of an assault. Health Services works closely with the Union County Sexual Assault Response Team. Student Health Services can contact SART upon your request. Student Health Services can also connect you with the Kean Counseling Center and Alcohol and Other Drug Services for counseling and support during this difficult time. Kean counseling services are free of charge to all Kean University students and can be reached at (908) 737-4850. You have the choice of how to proceed. Options include: 1) Do nothing until you are ready, 2) Pursue resolution by the University, and/or 3) Initiate criminal proceedings, and/or 4) Initiate a civil process against the perpetrator. You may pursue whatever combination of options is best for you. If you wish to have an incident investigated and resolved by Kean University, students should contact the Office of Student Accountability, Standards and Education or the Title IX Coordinator. Employees should contact Human Resources. Kean University procedures will be explained. Those who wish incidents to be handled criminally should contact Kean University Police or the local police where the assault occurred. A campus official is available to accompany students in making such reports, if desired. Contact the Vice President for Student Affairs for more information at

(908) 737-5260.

- **For National Resources and Support Available to Reporting Parties (CONFIDENTIAL RESOURCE):**
  - **24-hour Domestic Violence Hotline* (800) 799-7233**

  In addition to the above resources, if reasonably available, a reporting party may be offered visa and immigration assistance as well as assistance in notifying appropriate law enforcement agencies.

Sexual Misconduct Prevention Tips

Risk Reduction for Intimate Partner Violence, Stalking, Sexual Harassment and Sexual Misconduct

While blaming the reporting party is never appropriate and Kean University recognizes that only those who commit sexual misconduct are responsible for their actions, Kean University provides the suggestions that follow to help members of the campus community reduce their risk of being victimized and their risk of committing acts of sexual misconduct.

Reducing the Risk

- Make any limits and/or boundaries known as early as possible.
- Tell a sexual aggressor "no," as clearly and firmly as possible.
- Remove yourself, if possible, from an aggressor's physical presence.
- Reach out for help, either from someone who is physically nearby or by calling someone. Bystanders may be waiting for a signal for help.
- Take affirmative responsibility for alcohol and/or drug consumption, understanding that alcohol and drugs can increase your vulnerability to sexual victimization.
- Look out for friends, and ask them to look out for you. Respect them, and ask them to respect you, but be willing to challenge each other about high-risk choices.

Maintaining Respect for Others

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

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

Resources Available to Support Reporting and Responding Parties

- **For University Assistance Relating to Institutional Remedies and Protections:**
  - **Union Campus:** Title IX Coordinator (908) 737 - 5980 Monday – Friday, 9 a.m.- 5 p.m.
  - **Kean Ocean:** Title IX Coordinator (908) 737 - 5980 Monday - Friday, 9 a.m. - 5 p.m.
  - **Kean Skylands:**Title IX Coordinator (908) 737-5980 Monday–Friday, 9 a.m. - 5 p.m.
  - **Wenzhou-Kean Campus:** Executive Vice Chancellor 0577-5587-0149 Monday – Friday 9 a.m. - 5 p.m.
- **For Policy Guidance and Resource Navigation:**
  - **Union Campus:** Vice President for Student Affairs (908) 737-5260 Monday – Friday, 9 a.m. - 5 p.m.
  - **Kean Ocean:** Vice President for Academic Affairs (732) 255-0356 Monday - Friday, 9 a.m. - 5 p.m.
  - **Kean Skylands:** Vice President for Student Affairs (908) 737-5260 Monday – Friday, 9 a.m. - 5 p.m.
  - **Wenzhou-Kean Campus:** Executive Vice Chancellor 0577-5587-0149 Monday–Friday 9 a.m. - 5 p.m.
- **For Mental Health and Wellness Support:**
  - **Union Campus:** Kean Counseling Center and Alcohol and Other Drug Services (908) 737-4850 Monday, Thursday-Friday, 9 a.m.-5 p.m.; Tuesday-Wednesday 9 a.m.-7 p.m.
  - **Kean Ocean:** Counseling Services* Kean Ocean/ Ocean County College (732) 255-0386
  - **Wenzhou-Kean Campus:** Suntree Counseling* 0577-55870127
- **For Support in the Residence Halls:**
  - **Union Campus:** Office of Residence Life (908) 737-1700 Monday–Friday, 9 a.m.- 5 p.m.
  - **Wenzhou-Kean Campus:** Wenzhou-Kean Residential Life 0577- 55870132
- **For Student Conduct Concerns:**
  - **Union Campus:** Office of Student Accountability, Standards and Education (908) 737-5240 Monday–Friday, 9 a.m.- 5 p.m.
  - **Kean Ocean:** Office of Student Accountability, Standards and Education (908) 737-5240 Monday–Friday, 9 a.m.- 5 p.m.
  - **Wenzhou-Kean Campus:** Wenzhou-Kean Office of

Community Standards and Student Conduct 0577-55870133, Monday–Friday, 9 a.m.- 5 p.m.

- **For Employment Concerns:**
  - **Office of Affirmative Action:** (908) 737 - 5980
  - **Human Resources:** (908) 737-5980
    Monday – Friday, 9 a.m. - 5 p.m.

**Denotes that this resource is confidential*

Confidential Resources

Kean University has dedicated professional staff who a student can talk to about sexual and/or gender-based harassment and sexual misconduct who may be exempt from reporting personally identifiable information to campus or law enforcement authorities. The following professional staff members can speak with you confidentially and help you to make informed choices:

- **Student Health Services:**
  Downs Hall, Suite 126
  (908) 737-4880
  Hours of Operation: Monday, Thursday–Friday 9 a.m. - 5 p.m., Tuesday - Wednesday 9 a.m. - 7 p.m.
- **At Kean Ocean, Community Medical Center:**
  99 NJ-37 Toms River, New Jersey
  (732) 557 - 8000
  Available 24 hours/7 days a week
- **Wenzhou-Kean Health Services:**
  Wenzhou-Kean Hall, B101-107, 0577-55870127
- **Kean Counseling Center and Alcohol and Other Drug Services:**
  (908) 737- 4850 and extended hours Monday, Thursday - Friday, 9 a.m - 5 p.m.; Tuesday – Wednesday 9 a.m. - 7 p.m.
- **Counseling Services - Kean Ocean/Ocean County College:** (732) 255 - 0386
- **Wenzhou-Kean: Suntree Counseling:**
  General Education Building 407
  0577-55870126
- **Student Support Advocate:**
  Email: studentsupportadvocate@kean.edu
- **Catholic Campus Ministry:**
  Nathan Weiss Graduate School, East Campus room 218
  Email: catholic@kean.edu

What Is a Student Support Advocate? Can a Student Support Advocate Help Me?

The Office of the Vice President for Student Affairs has staff who provide free, confidential advocacy services to students who may have experienced or allegedly been involved in an incident of sexual harassment or violence. Kean University's Student Support Advocate is exempt from the duty to report personally identifiable information relating to incidents of sexual harassment and/or sexual assault to University administrators or to law enforcement, and will only facilitate the reporting of such information with the student's consent. The Student Support Advocate will provide policy guidance and facilitate services and resources, including counseling and academic and housing accommodations. The Advocate will explain administrative policies and procedures as well as the role of law enforcement.

Students who wish to speak to an Advocate should email: studentsupportadvocate@kean.edu.

If you are unsure of what to do or who to talk to, please contact the Student Support Advocate for assistance. A Student Support Advocate will offer guidance, assistance and support to both a student who may have experienced sexual misconduct or a student who is allegedly involved in perpetrating an incident of sexual misconduct or gender-based discrimination.

Federal Timely Warning Reporting Obligations

Reporting parties of sexual misconduct should also be aware mandated reporters and University administrators must issue immediate Timely Warnings for reported incidents that are confirmed to pose a substantial threat of bodily harm or danger to members of the Kean community. The University will make every effort to ensure that a complainant's name and other identifying information is not disclosed, while still providing enough information for community members to make safety decisions in light of the danger.

Kean University's Responsibility to Enact Safety Precautions for Its Community

Kean University reserves the right to take whatever measures it deems necessary in response to an allegation of gender-based or sexual misconduct in order to protect students' rights and personal safety. Such measures include, but are not limited to, modification of living arrangements, interim suspension from the campus pending a hearing, and reporting the matter to the local police. Not all forms of sexual misconduct will be deemed to be equally serious offenses, and the University reserves the right to impose different sanctions, ranging from verbal warning to expulsion–depending on the severity of the offense. The University will consider the concerns and rights of both the complainant and the respondent to an incident of sexual harassment and/or sexual misconduct.

Title IX Statement

Title IX of the Education Amendments of 1972 (Title IX) prohibits Harassment Policies and Procedures on the basis of sex in education programs or activities. Sex discrimination, which includes discrimination based on sex stereotypes, sex characteristics, pregnancy or related conditions, sexual orientation, gender identity and sex-based harassment, will not be tolerated at Kean University. Incidents of sexual discrimination should be reported to the Title IX Coordinator immediately.

Kean University is committed to providing a fair and impartial process for all parties involved. This includes supportive measures, a thorough investigation, and equitable resolutions.

For more information about the University's Title IX Policy and the rights and resources available to you, please visit

Sexual Harassment Policies and Procedures (www.kean.edu/media/sexual-harassment-policy-and-procedures) For more information on Title IX, please visit www.kean.edu/titleix.

In the event that you choose to write or speak about having experienced sexual misconduct, including sexual assault, dating violence, domestic violence, stalking, sexual exploitation or any other form of sexual and/or gender-based harassment, as a mandated reporter, all mandated reporters must notify the Title IX Office. The Title IX Coordinator will contact you to let you know about accommodations and support services at Kean and reporting options both on and off campus. You have no obligation to respond to the Title IX Office or to meet with them to discuss support services and reporting options.

Kean University VAWA Prevention and Awareness Programming

VAWA Programming

Kean University does not tolerate gender based harassment or sexual misconduct- in any form- on its campus. As part of its commitment to eradicating gender based harassment and sexual misconduct on campus, Kean University provides annual education, training and programming to all students, faculty and staff, with a specific emphasis on Kean specific resources and prevention and response strategies. Training and programmatic efforts target specifically identified concerns within the Kean community and the nation at large.

Student Education and Training

Online Sexual Assault and Prevention Module

Voices of Change is an online psycho- educational course created by Get Inclusive that educates students on how to make healthier choices with respect to alcohol and other drugs. This course also covers sexual assault and other VAWA related offenses to promote healthy relationship behaviors and bystander intervention skills. These courses are assigned to all first year and transfer students as part of the general education Transition to Kean *(GE1000)* class

Student Affairs Student Employee Sexual Misconduct Orientation Training

The Student Affairs Division provided student employees training in sexual misconduct awareness and response prior to the start of the academic year in August 2024 as part of the divisional orientation. The training focused on Kean specific policies and procedures, with a particular emphasis on confidentiality, the duty to report, and available campus and community resources.

TRANSITION TO KEAN (T2K) Wellness Workshops

As part of the GE1000 Transition to Kean (T2K) course requirement, Wellness Workshops were offered to all incoming freshmen and transfer students throughout the academic year. The Wellness Workshops were the coordinated effort of the Kean Counseling Center and Alcohol and Other Drug Services and the Office of Student Accountability, Standards and Education to inform students of the resources, policies and procedures regarding student safety and well- being, including those in relation to sexual misconduct

STEP UP Bystander Intervention Training

STEP UP is a bystander intervention program that educates students to be proactive in helping others. Teaching students about the determinants of prosocial behavior makes them more likely to help in the future. Information about the Step UP program was presented to all incoming freshman and transfer students as part of their orientation.

Residence Hall Programming

Throughout the academic year, Residence Life provided a variety of programming that focused on sexual misconduct awareness and response, locally and throughout the world. Examples of programming included bystander education, recognizing the warning signs of domestic violence, and the components inherent to healthy relationships.

Faculty and Professional Staff Education and Training

Adjunct Faculty Title IX

Part of the affirmative action training available to all adjunct faculty in August 2024 included a presentation highlighting Kean University policies and procedures relating to Title IX and the Clery Act, focusing on identification of resources within the campus community and reporting obligations.

Faculty and Staff Title IX and VAWA Online Training

Part of the affirmative action training available to all faculty and staff VAWA online training modules through Vector Solutions. These trainings are completed by faculty and staff at their convenience but there are also deadlines to completion. Certificates are given at the end of satisfactory completion of each training. Trainings includes Protection of Minors, Title IX: Regulations and Roles Overview, and more.

On-Site Decision Maker/Hearing Officer and Advisor Training

TNG Consulting LLC, nationally recognized experts in due process safeguards and sexual misconduct hearing officer training, provided training for hearing officers specific to the policies and procedures of Kean University. Additional expert training was provided on ensuring the equitable administration of Kean University's student conduct resolution policies and practices. Advisors and Decision Maker/Hearing officers are volunteers from the Kean University Community which comprise of faculty and staff

On-Site KUPD Training

The Title IX Coordinator and Kean Department of Public Safety conducts in-service Title IX training as part of the Police Division Academy Agency Training.

Customized Departmental Training

The Title IX Coordinator, Kean Department of Public Safety and the Kean Wellness Center conducts a presentation to introduce each department tailored sessions for specific departments within the institution to address unique needs and scenarios.

CAMPUS-WIDE PROGRAMMATIC EVENTS

It's On Us

As part of the national It's On Us campaign launched by the White House, the Center for Leadership and Service at Kean University worked with students to create and showcase videos highlighting the community's commitment to raising awareness and ending sexual misconduct in October 2024.

**The above list is not comprehensive; Additional programs and events targeted at ending sexual misconduct, stalking and intimate partner violence were held throughout the year.*

Kean University Can Help: Safety, Resources and Support

Kean University provides resources and support to community members who may have experienced sexual misconduct. The following resources are available at each respective campus.

If you are in danger, please call 9-1-1 for immediate assistance. If you are a member of the Wenzhou-Kean community, call 1-1-9.

Union Campus

- **Department of Public Safety and Police**
  Downs Hall
  (908) 737- 4800
  24 hours per day, 7 days per week
- **Student Health Services***
  Kean Wellness Center
  Downs Hall, suite 126
  (908) 737- 4880
  Monday, Thursday - Friday, 9 a.m. - 5 p.m.: Tuesday - Wednesday 9 a.m. - 7 p.m.
  Confidential messaging available through: Kean.studenthealthportal.com
- **Kean Counceling Center and Alcohol and Other Drug Services* (908) 737-4850**
  Monday,Thursday-Friday, 9 a.m.- 5 p.m.; Tuesday–Wednesday 9 a.m.- 7 p.m.
  Kean Wellness Center
  Downs Hall, Suite 127
  (908) 737-4850
  email: Counseling@kean.edu
  Confidental messaging available through kean.studenthealthportal.com
- **Title IX Coordinator**
  East Campus, Room 204
  (908) 737-5980
- **Office of Student Accountability, Standards and Education**
  Miron Student Center, room 317
  (908) 737-5240
  Monday–Friday, 9 a.m.- 5 p.m.
- **Student Support Advocate***
  email: studentsupportadvocate@kean.edu

Union County 24-Hour Hotlines

- **Union County Trinitas Hospital 24 hour hotline*:**
  (908) 351-6684
- **Union County Rape Crisis Center Hotline*:**
  (908) 233-7273
- **Union County Domestic Violence Hotline*:**
  (908) 355-4357

Kean Ocean Resources

Although any Kean University student may utilize the resources available to them that are based in any campus location, local resources are also available to students who take classes at the Kean Ocean campus in Toms River, NJ.

- **Ocean County College Department of Campus Security**
  (732) 255-0451
  24 hours/7 days a week
- **Community Medical Center***
  99 NJ-37, Toms River, NJ 08755
  (732) 557-8000 24 hours/7 days a week
- **The Doctor's Office-Brick***
  686 Route 70, Brick, NJ 08723
  (732) 262-8200
  www.thedoctorsofficeurgentcare.com/brick-urgent-care/
- **Counseling Services***
  Kean Ocean / Ocean County College
  (732) 255-0386
- **St. Francis Counseling Service, Sexual Abuse and Assault Program***
  (732) 370-4010
- **Ocean County Crisis Intervention Helpline***
  (732) 240-6100
- **Providence House-Domestic Violence Services***
  (732) 244-8259
  Student Health Services*
  Telemedicine Appointments are available.
  (908) 737-4880
  Studenthealthservices@kean.edu
  Confidential messaging available through: kean.studenthealthportal.com
  Monday - Thursday - Friday, 9 a.m. - 5 p.m.: Tuesday - Wednesday 9 a.m. - 7 p.m.

- **Kean Counseling Center and Alcohol and Other Drug Services***
  Virtual Appointments are Available.
  (908) 737- 4850
  Counseling@kean.edu
  Confidential messaging available through: kean.studenthealthportal.com
  Monday– Thursday- Friday, 9 a.m.–5 p.m.; Tuesday - Wednesday 9 a.m.- 7 p.m.

Skylands Campus

- **Call 911 in case of emergency**
- **Union Campus Office of Counseling, Disability, Alcohol and Other Drug Services (908) 316-8217**
- **Newton Medical Center provides 24-hour emergency mental health care.**
- **Emergency Department: (973) 383-2121**
- **24-Hour Crisis Hotline: (973) 383-0973**
- **Mobile Crisis Unit: (973) 383-0973**
- **Outpatient Services: (888) 247-0973**

New Jersey Resources

- **NJ Statewide Domestic Violence Hotline*:**
  (800) 572-7233
- **New Jersey Coalition Against Sexual Assault (NJCASA) Hotline*:**
  (800) 601-7200
- **NJ Hopeline*:**
  (855) 654-6735
- **National Suicide Prevention Hotline:**
  9-8-8
- **Veterans Crisis 24-hour Hotline*:**
  (800) 273-8255 (Press 1)

Wenzhou-Kean Resources

In the event of a fire, call 1-1-0
In the event of a medical emergency, call 1-2-0

- **Wenzhou-Kean Security:**
  0577-55870110 or 0577-55870033
- **Suntree Counseling*:**
  General Education Building, Room 407
  0577-55870127

**Denotes that this resource is confidential*



KEAN

Annual Campus Security and Fire Safety Report

Updated October, 2025