

KALAMAZOO COLLEGE CAMPUS SECURITY and FIRE SAFETY
OCTOBER 1, 2019 ANNUAL REPORT
Keeping Our Campus Safe and Secure

This report includes statistics for the previous three years (2018, 2017, and 2016) concerning crimes that occurred on-campus and on public property within or immediately adjacent to and accessible from the campus. This document is prepared for current and prospective students, their families and employees in compliance with the Jeanne Clery disclosure of Campus Security Policy and Campus Crime Statistics Act.

Kalamazoo College operates its own non-deputized campus safety program. Campus Safety personnel therefore have no arrest powers. Campus Safety personnel, under the direction of Tim Young, Director of Campus Safety, regularly patrol the campus 24 hours a day, every day of the year. Campus Safety will respond to all requests for service and attend to situations around the campus that affect the security of residents and visitors.

The cooperation and involvement of students themselves in a campus safety program is absolutely necessary. Students must assume responsibility for their own personal safety and the security of their personal belongings by taking simple common sense precautions. For example, although the campus is well lighted, any student-male or female-may feel more comfortable using the College security escort service when returning to the residence halls late at night. Room doors should be locked at night and when the room is unoccupied. Strangers should never be allowed into residence halls. Students with cars must park them in their assigned area and keep vehicles locked at all times. Valuables should be locked in the trunk. Each student is expected to take the necessary precautions to avoid being victimized.

The College administration has increased exterior lighting, added outdoors emergency phones, added video surveillance cameras, and trimmed shrubbery to make our environment safer. Although these improvements and the presence of security patrols greatly increase campus security, safety must always be of personal concern to members of the College community.

The campus safety department requests that criminal acts and unusual or suspicious activity that occurs on college property be reported immediately to 269-337-7321. The campus safety department has established a close working relationship with Kalamazoo Department of Public Safety, Michigan State Police, Western Michigan University Police Department, and Kalamazoo County Sheriff's Office. Campus Safety conducts most of the preliminary investigations of nonviolent-type criminal offenses. These criminal offenses are forwarded to the local public safety department for further action. The college has a written agreement with Kalamazoo Department of Public Safety regarding investigations of criminal complaints and general response to the campus community. The College has no off-campus housing or student organizations to monitor.

Alleged violations of college policy will be resolved through the Student Conduct Process. The College may also take action on off-campus conduct, involving alleged violations of the law (see [Student Conduct Code](#)). Security will request immediate response from the public safety department on crimes in progress, crimes against a person and medical emergencies.

Emergency Telephones have been installed about our campus as well as at each main entrance to our residence halls. Additionally, faculty/staff and students have access to a 24-hour phone in buildings that are utilized after normal business hours. Campus Safety will respond to all calls for service and will summon additional assistance through the local public safety department. The Campus Safety department encourages all members of the College community to report criminal acts and/or suspicious occurrences to Security immediately.

Criminal offenses should be reported to Campus Safety (7321), but may be reported to the Dean of Students (7209), Associate Dean of Students for Residential Life (7210) or Associate Dean of Students for Campus Life (7210).

In the event of an emergency call 911 immediately and then contact Campus Safety at 269-337-7321.

Sex Offenders

Federal law requires state agencies to contact Kalamazoo College Campus Safety regarding sex offenders employed on campus or enrolled as students. However, because the local police department already maintains an information database on such individuals, Kalamazoo College does not duplicate resources and recommends that you contact the Kalamazoo Police Department for further information.

Persons Required to Report

Institution of Higher Learning is defined as a public or private community college, college or university, public or private trade, vocational or occupational school.

If a **convicted sex offender** is employed or attends an Institution of Higher Learning and it requires him/her to be on campus for 14 consecutive days or 30 or more total days in a calendar year he/she must report that status to the local police department.

A **convicted sex offender** shall include all full and part-time employees and/or students, contractual providers, employees of contractual providers and volunteers.

Michigan Residents required to report must notify the local law enforcement agency having jurisdiction over their residence of his/her employment and/or educational status. The local law enforcement agency in the case of Kalamazoo College would be the Kalamazoo Department of Public Safety 150 East Crosstown Parkway Kalamazoo, Michigan 49001.

Out of State Residents required to report must notify the local law enforcement agency having jurisdiction of the campus of his/her employment and/or educational status. The local law enforcement agency in the case of Kalamazoo College would be the Kalamazoo Department of Public Safety 150 East Crosstown Parkway Kalamazoo, Michigan 49001.

Sex Offender Registry is maintained by the State of Michigan at <http://www.mipsor.state.mi.us>.

SEXUAL ASSAULT AT KALAMAZOO COLLEGE

Sexual assault is a difficult issue on college campuses everywhere. The personal nature along with many other important factors, combine to cause sexual assault to be under-reported on almost all college campuses. Students who survive sexual assault may face a range of challenging personal, emotional, and interpersonal issues. Students accused of sexual assault may also face a range of difficult concerns including college disciplinary action and state judicial proceedings.

Kalamazoo College is committed to creating an environment in which students are well informed about sexual assault and take action to prevent it. The College is also prepared to respond appropriately to allegations of sexual assault. If a sexual assault occurs off campus, persons are encouraged to contact the local enforcement agency by calling 911 from an off campus telephone. Students may also contact the Dean of Students, Residential Life, the Counseling Center, Student Health Center, and the College Chaplain.

Survivors should avoid showering or bathing after an assault to preserve physical evidence should they pursue criminal prosecution. Clothing should be placed in a paper bag (not a plastic bag) and saved as possible evidence. The survivor is encouraged to have a physical exam at the hospital.

The Kalamazoo College Sexual Assault Policy can be viewed at <https://reason.kzoo.edu/studev/policies/sexmisconduct/>.

KALAMAZOO COLLEGE MISSING STUDENT POLICY

In the event it is determined that an on-campus Kalamazoo College student is thought to be missing, the following procedures will be in effect.

Kalamazoo College will inform each student residing in on-campus housing they have the option to identify an individual to be contacted by the institution within 24 hours after the student is determined to be missing. Kalamazoo College students will be allowed as an option to register confidential contact information in the event he or she is thought to be missing. **Kalamazoo College students residing in on-campus housing who are 18 years of age or older have the option of registering a confidential contact person by completing the "Missing Person Contact Information" below and return to their RA or the Student Development Office.**

Unless an individual is identified by the students as indicated above, custodial parent(s) or guardian(s) will be the usual point of contact for any missing student.

If the student is under 18 years of age, and not an emancipated individual, Kalamazoo College is required to notify a custodial parent or guardian.

Campus Safety and Residential Life will make every attempt to determine if the student is actually missing or can be accounted for. Once it is determined that the student cannot be accounted for within the 24 hour time period, Kalamazoo Department of Public Safety will be notified and a missing person report will be filed with that agency. Campus officials shall notify the person identified *by the student* on the confidential contact information. If the student is under 18 years of age, Kalamazoo College will notify a custodial parent or guardian.

I have read and understand the above policy:

Name (print clearly): _____

Signature/Date: _____

I designate the following person(s) as my confidential contact in the event that I am missing:

____ Same contact as my standard Emergency Contact(s) identified online. **No need to fill out any further information below.**

____ Different contact than my standard Emergency Contact(s) identified online. **Provide contact information below.**
This is ONLY necessary if your missing person contact is DIFFERENT from your standard emergency contact(s) you identified online. **Please print information clearly.**

Name of Contact: _____

Relationship: _____

Daytime Phone Number: _____

Evening Phone Number: _____

Other Phone Number: _____

KALAMAZOO COLLEGE STUDENT EMERGENCY CONTACT INFORMATION

Prior to the initial class registration at Kalamazoo College, each student must fill out an online emergency contact form. Students must identify and provide telephone numbers for at least two emergency contacts. Thereafter students are required prior to course registration each term to verify that their emergency contact information is updated and accurate. Students are also required to provide and update online each term their cell phone numbers to be used for the "K Alert" emergency contact system. Please note that if a student is under 18 years of age, Kalamazoo College will notify the custodial parent or guardian.

KALAMAZOO COLLEGE ALCOHOL AND DRUG POLICY

Kalamazoo College's alcohol policy is consistent with state law regarding alcoholic beverages and its commitment to helping students become responsible adults. Students twenty-one years and older who choose to use alcohol should do so in a responsible manner and in accordance with state law. Irresponsible drinking may adversely affect academic performance, interfere with personal relationships, or result in illness, injury or death. Drinking should be a considered choice that displays respect for oneself and for the community. Information about the impact of alcohol and treatment of substance abuse can be found in the materials sent to each student annually under the Drug-Free Schools and Communities Act.

It is illegal to purchase, consume, or possess alcoholic beverages unless one has attained the age of twenty-one. It is illegal to provide alcoholic beverages to or provide false identification for a person under the age of twenty-one. (Refer to state statutes for the most complete explanation of the laws of Michigan.)

1. Persons under the age of twenty-one may not possess or consume alcoholic beverages, or host drinking in their rooms or on campus.
2. No alcoholic beverages shall be provided to persons under the age of twenty-one.
3. Regardless of age, no person may consume alcoholic beverages or carry open alcoholic beverage containers in the public areas of the campus. (Exception as noted in number eight.) Public areas include, but are not limited to, residence hall hallways, lounges and kitchens, campus buildings, athletic fields and facilities, and campus grounds. Residence hall suites and living/learning housing units are considered private residential rooms.
4. Students aged twenty-one and older may choose to drink alcoholic beverages in the privacy of their residential rooms, providing they do not infringe upon the rights of others in or around the residence.
5. Underage persons may be present when drinking occurs in a private residential room as long as a legal-aged resident of that room is present. It shall be the responsibility of the legal- aged resident to see that alcoholic beverages are not served to or consumed by underage persons.
6. Single source containers (e.g. kegs) and "beer bongs" are prohibited.
7. Intoxication and/or disruptive behavior related to substance use are prohibited.

All residents of a room, suite, living/learning housing unit will be held responsible when a violation occurs in that space unless excused from responsibility by all other involved students.

Note: Students who seek appropriate help for others who are intoxicated or otherwise adversely affected by alcohol abuse are considered to be acting in the best interest of the student in need. In most cases, if the person seeking help for another is in violation of the College alcohol policy, they will be exempt from formal disciplinary action because they are acting in the interest of another. The College desires to exempt the student seeking help from formal disciplinary action; however, as every situation is unique, these matters will be considered on a case-by-case basis to determine if extraordinary or unusual circumstances alter the desired practice.

The possession, use, distribution, or sale of illegal drugs or controlled substances, including but not limited to marijuana, LSD or any other hallucinogenic drugs, cocaine, Ecstasy, GHB, barbiturates or other depressants, amphetamines or other stimulants, or the misuse of any prescription drug constitutes a violation of federal, state, and municipal laws and College regulations. Further, the possession, use or sale of drug paraphernalia, including but not limited to pipes, and

bongs, is strictly prohibited.

Violators will be subject to the full range of sanctions available to the College, including but not limited to substance abuse assessment, education, probation, removal from housing, suspension and expulsion. Violations involving the distribution or sale of drugs will lead to suspension or expulsion as minimum sanctions.

The College reserves the right to involve the Kalamazoo Department of Public Safety (KDPS) in the possession and use of drugs or controlled substances. Should a student be suspected of distributing or selling drugs, the College will involve the Kalamazoo Department of Public Safety.

FACILITIES ACCESS

Campus buildings are generally open during weekdays when the College is in session. All buildings are closed at specified hours during the week and usually closed on the weekend. Building hours are determined individually by building and require issued keycard to access the building after hours. See specific building website for opening and closing hours. Security personnel make routine inspections of all College properties and assist in the closing of the facilities and buildings. Students, upon request, are required to show their student identification. Additionally, students found in a restricted or unauthorized area shall be in violation of College policy. Compromising the security of any campus facility or tampering in any fashion with security measures (including, but not limited to propping doors, damaging or subverting alarms, windows, doors, screens, tampering with phones, discharging fire extinguishers or using alarmed doors except in cases of an emergency, etc.) is strictly forbidden and subject to the entire range of disciplinary sanctions available under the policies of the College.

EMERGENCY PREPAREDNESS

The Dean of Students and Campus Safety office are responsible for the emergency preparedness and planning activities on the campus of Kalamazoo College. The College has a Crisis Management Team that convenes at the first sign of an emerging crisis. The Crisis Management Team works closely with the Kalamazoo County Office of Emergency Management and Kalamazoo Department of Public Safety in developing the college's "all hazard" approach to campus crisis management.

Our goal is to provide a means to utilize all available resources to prepare for potential emergencies or disasters. With the assistance of state, county, and local resources, priority is to respond to save lives, protect property, and promote a means to recover critical business and academic operations.

EMERGENCY RESPONSE AND EVACUATION PROCEDURES

Procedures are currently in place to notify the campus community in the event of a significant emergency or dangerous situation involving an immediate threat to the health and safety of our students, faculty or staff occurring on campus or the immediate vicinity of campus.

Kalamazoo College will, without delay, and taking into account the safety of the community, determine the content of the notification and initiate the notification system, unless the notification will, in the professional judgment of responsible authorities, compromise efforts to assist victims or to contain, respond to, or otherwise mitigate the emergency.

In the event of a serious incident which poses an immediate threat to members of the Kalamazoo College community, the College has various systems in place for communicating information quickly to those individuals. Some or all of these methods of communication may be activated in the event of an immediate threat to the Kalamazoo College campus community. These methods of communication include network emails, emergency text messages that can be sent to a phone or PDA (community members are automatically signed up for basic services through Human Resources and Student Development). Emergency Response notifications will come from any of the following departments on campus: Presidents Office, Provost Office, Dean of Students Office, Business Office, and Campus Safety. The College will

post updates during a critical incident on the Campus website and the K-Alert system will be activated under certain situations. Individuals can call Kalamazoo College's recorded information telephone line at (269)337-7500 for updates.

Tornadoes are a real possibility and the campus community should not take adverse weather conditions lightly. A tornado warning is issued when conditions are favorable for tornado formation. A tornado warning is issued when a tornado has been detected and may be approaching. Tornado warnings are broadcast by the Kalamazoo County All-Hazard sirens, NOAA weather radio, and by local commercial radio and television stations.

When you hear a tornado warning, take shelter immediately in the nearest facility (preferably in a reinforced concrete building – like most buildings on campus) and proceed to the lowest level of the building away from windows and doors. If possible avoid auditoriums, gymnasiums, and other areas with wide-span roofs. Be prepared kneel and cover your head. If you are in a building with no basement, get under heavy furniture near the center of the building. Do not remain in a trailer or mobile home. If you are outdoors, lie flat in nearest depression, ditch, or ravine. Remain in the sheltered area until the all-clear signal is given via radio or television or the expiration of the original tornado warning.

Building Emergency Plan (BEP) is designed to provide students, faculty, staff, and visitors basic emergency information, including specific shelter in place locations and building evacuation procedures for natural and human-caused events.

TIMELY WARNING AND MASS NOTIFICATION

Kalamazoo College will issue timely warnings to the campus community of situations that pose a potential threat to students and faculty/staff. A timely warning could be issued as a result of an event occurring on campus or a Non campus location. Timely warnings will include different amounts of information, depending on the circumstances of each incident. Most of the timely warnings will carry a crime prevention tip to help our students take preventive measures.

The following mechanisms will be utilized for the timely warnings:

- Campus-wide email
- Alert poster or flyers
- "K-Alert" Mass Notification System
- Homepage (www.kzoo.edu)
- Emergency Web page (<https://Reason.kzoo.edu/security/>)
- Campus Information telephone line
- On/off campus media releases
- Kalamazoo College digital display/marquee--(Hicks Center & Upjohn Library)
- Public Address announcement where available--(Hicks Center & Upjohn Library)

The mechanisms identified above alert our College population to what is occurring on and around our campus. The information disseminated will assist the college community in identifying prevention techniques that can be utilized to avoid victimization.

OPEN CAMPUS SECURITY LOG

Kalamazoo College's Campus Safety Department maintains a daily log concerning crimes reported to it. The categories contained in this log are: crime classification, date, time, general location of the crime and disposition of the complaint. This log is available for public inspection. This information will appear for each crime reported unless the disclosure of such information is prohibited by law, would compromise the confidentiality of the victim, would compromise an ongoing criminal investigation, cause a suspect to flee or evade detection, the safety of an individual, or result in the destruction of evidence.

THE ANNUAL REPORT OF CRIME STATISTICS

The following procedures are utilized for preparing the College's annual report. The Campus Safety Director has the responsibility for compiling the annual statistical information and the Dean of Students has the responsibility for policy disclosures.

The Campus Safety Director classifies crimes reported to the security office as defined by the Uniform Crime Reporting Manual. Since all crimes are reported to the Campus Safety Office and reviewed by the Campus Safety Director double counting of incidents is eliminated. The statistical information is compiled from the Kalamazoo Department Public Safety, Kalamazoo County Sheriff Department, and Michigan State Police, Faculty/Staff, Student Development, Student Conduct, Student Activities, Resident Assistants, Area Coordinators, Athletic Directors, Coaches and any individual that has significant responsibility for student and campus activities.

Anonymous reports submitted through these individuals are counted in the College's statistical data. All affected personnel are sent on an annual basis a memorandum from the Dean of Students reminding them of their responsibility under The Clery Act. Attached to that memorandum are a "Crime Statistic Report Form" and a "Sexual Assault Statistic Report Form" which is utilized for reporting the statistical information.

The following individuals are exempt from reporting criminal statistics under the law. Therefore any victim who wishes to report a criminal offense and wishes for the information to remain totally confidential may report the crime to:

Director of Counseling, Kenlana Ferguson (7191)
Counselor, Vacant (7190)
Counselor, Pat Jorgenson (7348)
Counselor, Vacant (5748)
College Chaplain, Elizabeth Hakken Candido (7362)

KALAMAZOO COLLEGE SECURITY: CRIME STATISTICS

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 Crime Statistics Act of 1998," the College on an annual basis will publish the following reported crimes which occur on campus, in or on Non campus buildings or property, and on 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 disciplinary action for the following offenses will be reported: liquor law violations, drug-related violations, and weapon possession.

The statistics reported below have been obtained from the following sources:

Kalamazoo Public Safety Computer Services Department
Kalamazoo College Security Department
Faculty/Staff of Kalamazoo College (Crime Statistic Report Form)
Kalamazoo County Sheriff Department
Michigan State Police

The campus safety director reviews the Crime Statistic report form submitted by Faculty/Staff to avoid duplicating crime statistics and for the proper classification of the offense. The police department's computer printout is compared to the College's crime log to avoid duplication of reported offenses.

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 controlled by another person, is used by students, and supports institutional purposes."

Simple assault	0	0	0	0	0	0	0	0	0	0	0	0
Larceny - theft	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/vandalism of property	2	0	0	0	0	0	0	0	0	0	0	0

VIOLENCE AGAINST WOMAN ACT CRIME STATISTICS

TYPE OF CRIME	DATE	A*	B*	C*	D*
Domestic Violence	2016	0	0	0	0
	2017	0	0	0	0
	2018	0	0	0	0
Dating Violence	2016	0	0	0	0
	2017	0	0	0	0
	2018	1	0	0	1
Stalking	2016	0	0	0	0
	2017	0	0	0	
	2018	2	1	0	1

KEY TO HATE CRIMES NOTATIONS:

Race (RA)	Religion (RE)	Sexual Orientation (S)	Gender (G)	Disability (D)	Ethnicity/National Origin (E)
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THESE OFFENSES HAVE BEEN DEFINED ACCORDING TO THE FBI UNIFORM CRIME REPORTING/NATIONAL INCIDENT-BASED REPORTING SYSTEM

Murder and Non-Negligent Manslaughter:

The willful (nonnegligent) 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.

SEX OFFENSES FORCIBLE

Any sexual act directed against another person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent.

Forcible Rape:

The carnal knowledge of a person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent because of his/her youth or his/her temporary or permanent mental or physical incapacity.

Forcible Sodomy:

Oral or anal sexual intercourse with another person, forcibly and/or against that person's will; or not forcibly against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.

Sexual Assault With an Object:

The use of an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another person, forcibly and or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.

Forcible Fondling:

The touching of the private body parts of another person for the purpose of sexual gratification, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.

SEX OFFENSES-NONFORCIBLE

Unlawful, nonforcible sexual intercourse

Statutory Rape:

Nonforcible sexual intercourse with a person who is under the statutory age of consent.

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 controlled by another person, is used by students, and supports institutional purposes."

B* = Noncampus 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."

CALENDAR YEARS	2018				2017				2016			
ARREST & DISCIPLINARY STATISTICS	A*	B*	C*	D*	A*	B*	C*	D*	A*	B*	C*	D*
Arrest												
Liquor law violations	0	0	0	0	0	0	0	0	0	0	0	0
Drug-related violations	1	0	0	1	1	0	0	1	4	0	0	4
Weapons possession	0	0	0	0	0	0	0	0	0	0	0	0
Disciplinary												
Liquor Law violations	29	0	0	29	35	0	0	35	53	0	0	53
Drug-related violations	11	0	0	11	2	0	0	2	1	0	0	1
Weapons possession	0	0	0	0	0	0	0	0	0	0	0	0

FIRE SAFETY PLAN

Fire safety is a serious concern of the College. The goal of this policy is to promote an orderly evacuation of college buildings in case of emergency and during fire drills. Emergency fire services are provided by Kalamazoo Department of

Public Safety. For the purposes of fire safety reporting, a **fire** is “Any instance of open flame or other burning in a place not intended to contain the burning or in an uncontrolled manner.” All fires must be reported to Campus Safety, Residential Life, and Facilities Management.

Fire Drills. State law requires fire drills. The College conducts drills every quarter within the resident halls. Whenever a fire alarm sounds, persons are expected to leave the building quickly and in an orderly manner by the nearest exit. All windows and doors should be closed, but not locked. Persons may not re-enter a building until instructed to do so. Those who fail to vacate buildings when an alarm sounds are first endangering themselves and others, and secondly are in violation of state fire codes.

Fire Evacuation. Pull the nearest fire alarm box on the floor; call 911 and Campus Safety at 337-7321. Be prepared to give the following information: Specific Conditions (smoke, fire, etc.) Specific Location (building, floor, room) your name and location. Notify those in the immediate area of the danger and assist in removing any disabled person from the immediate area.

Fire Exits. Posted building floor plans show fire exit routes and locations of fire extinguishers. Tampering with posted exits plans is prohibited. Fire exits or any emergency egress may not be blocked or tampered with in any fashion. Items, including furniture and bicycles, may not be stored in or near fire exits.

Fire Suppression/Sprinkler Systems. Residence Halls, Academic, and Business Buildings are equipped with fire monitoring and suppression systems installed by and maintained by Approved Fire Company. Attaching or hanging anything from any portion of a sprinkler system, including pipes and sprinkler heads, or activities that may damage or accidentally activate the system in any fashion (e.g., playing sports in a residence hall hallway) are strictly prohibited.

Fireworks and Explosives. The possession or use of fireworks or explosives on campus is strictly forbidden. See policy at: <https://reason.kzoo.edu/studev/policies/weapons/>

Open Flames. Open flames, including candles, are prohibited by the city fire code. Playing with fire in any manner, whether or not damage or injury occurs, is strictly forbidden.

Prohibited Items. A list of items prohibited for health or safety reasons in the residential system for safety reasons can be found at: <https://reason.kzoo.edu/reslife/policies/prohibited/>

Smoking and Burning Incense. Smoking and burning incense (or other materials) is prohibited in all classroom, administrative, athletic, and residence buildings on campus. See the College's smoking policy at: <https://reason.kzoo.edu/studev/policies/smoking/>

Tampering. Tampering with the following equipment, furnishings, and infrastructure, and similar items, is prohibited: window screens, doors, locks, safety devices, smoke or fire detection devices, fire extinguishers, exit lights, pull stations, sprinkler/fire suppression systems (including sprinkler heads & control valves), electrical wiring, outlets, fixtures, plumbing, telephone, computer or TV cable.

Sanctions. Violators of any of the above policies and those who endanger others will be subject to the full range of sanctions available to the College, including, but not limited to fines, restitution (including repair and replacement), removal from the residential system, suspension and expulsion.

KALAMAZOO COLLEGE ANNUAL FIRE REPORT

Building	Academic Buildings	Student Residents	Living Learning Housing Unit	Academic Buildings	Student Residents	Living Learning Housing Unit	Academic Buildings	Student Residents	Living Learning Housing Unit
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Residential Facilities		Fire Alarm Monitoring Done on Site by Security	Partial Sprinkler System	Full Sprinkler System	Smoke Detection	Fire Extinguisher Devices	Evacuation Plans/ Placards	Number of Evacuation (Fire) Drills Each Academic Year
RESIDENCE HALLS	Crissey Hall 124 Catherine St.	X		X	X	X	X	3
	DeWaters Hall 1231 W. Lovell	X		X	X	X	X	3
	Harmon Hall 1115 Academy St.	X		X	X	X	X	3
	Hoben Hall 1117 Academy St.	X		X	X	X	X	3
	Severn Hall 115 Acker Lane	X		X	X	X	X	3
	Trowbridge Hall 1231 Academy St.	X		X	X	X	X	3

LIVING LEARNING HOUSING UNITS	TRLL 1231 Academy St.	X			X	X	X	3
	H308 1308 W. Lovell St.	X			X	X	X	X
	H316 1316 W. Lovell St.	X			X	X	X	X
	H328 1328 W. Lovell St.	X			X	X	X	X
	H338 1338 W. Lovell St.	X			X	X	X	X
	H217 217 Monroe	X			X	X	X	X
	H223 223 Monroe	X			X	X	X	X
	H307 307 Monroe	X			X	X	X	X
	H114 114 Catherine St.	X			X	X	X	X
	H116 116 Catherine St.	X			X	X	X	X

*UNINTENTIONAL FIRE: Cooking, Smoking Materials, Open Flames, Electrical, Heating Equipment, Hazardous Products, Machinery/Industrial, Natural, Other