



**Annual Security and  
Fire Safety Report –  
2018**

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## **The Clery Act**

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics, most commonly known as the Clery Act, is a Federal Act. It is named after Jeanne Clery who tragically lost her life after being raped while in college. The event took place in 1986 on the campus residence at Lehigh University.

The federal statute was signed into law in 1990, replacing its predecessor, Crime Awareness and Security Act.

According to The Clery Act an institution of higher education in the United States is required to:

- Produce an annual report containing a three-year history of campus crime, and certain statements of campus security policy.
- Disclose crime statistics for the campus, public areas immediately adjacent to or running through the campus, and certain non-campus facilities and remote classrooms. The sources where the information could be obtained from should include campus police and/or security, appropriate college constituencies who have “significant responsibility for student and campus activities”. Additionally, the information could be gathered from a local law enforcement facility.
- Provide “timely warning” of the crimes that have taken place and pose a “threat to students and employees”.
- Send out emergency notifications once a dangerous situation involving an immediate threat to the well-being and safety of the school’s community is confirmed.
- Disclose in a public crime log any crime that has taken place on campus or “within the patrol jurisdiction of the campus police or the campus security department and is reported to the campus police or security department”
- Also, maintain in a public log a record of any fire that has taken place on the premises of on-campus student housing.

## **Public Safety and Security on Campus**

ASA College campuses in New York City and Miami, including dormitories and housing facilities are under 24-hour video surveillance. They are equipped with electronic intrusion alarms, and a fire alarm response system. The Brooklyn campus is located in close proximity to the Metro Tech Center, and because of this, benefits from the highly visible police and security patrols throughout the area. The Manhattan campus is situated in the heart of New York City’s Herald Square, and is also the beneficiary of municipal patrols and local security presence. In addition, uniformed campus security guards are stationed at the front entrances in every building ASA College occupies. All campuses and dormitories are patrolled by uniformed security personnel on a regular basis throughout the day and the evening up until hours of operation are over. The college outsources the security personnel from Winfield Security. This company provides the school with certified, experienced and a well-trained staff. However, security personnel do not carry firearms, nor do they have police powers. If an incident takes place, it is

documented and reported to the nearest police precinct. More detailed information about Winfield Security can be obtained by following this link <http://www.winfieldsecurity.com/>.

Most importantly, ASA College has maintained an excellent relationship with the New York City Police Department, particularly with the 84<sup>th</sup> Precinct. ASA cherishes and appreciates the mentorship, assistance and guidance of the precinct in reference to safety and security on campus.

In addition to ASA College's security personnel, all the campuses, buildings and facilities are regularly inspected by maintenance personnel to detect and remedy any maintenance, safety or health hazards and issues. Furthermore, Maintenance Department personnel oversee the intrusion alarm system and the fire alarm response system.

## **Fire Safety**

All ASA buildings are equipped with fire extinguishers, emergency lighting, smoke and fire detectors, as well as fire doors and clearly marked exit signs. Uniformed security personnel and ASA College's maintenance staff regularly patrol and observe the facilities. Additionally, video surveillance is used as a source to monitor and detect any hazard including fire. The recordings are stored to DVR and can be retrieved at any time should it become necessary. The college outsources and relies on Briscoe Protective Systems Inc. in reference to servicing and maintaining fire alarm systems throughout the institution. Further information can be obtained at <http://www.briscoeprotective.com/>.

Croker Fire Drill Corporation conducts fire drills for ASA College. The company has all necessary manuals and other information pertaining to the drills and safety tips. This information could be accessed by following [Croker Fire Drill Corporation - The Fire and Life Safety Professionals](#).

### *Fire Safety and Procedures for housing facilities*

It is crucial that all fires, no matter how small, be reported to the Facility Management at 718-522-9073 ext. 2160 or 2156. This includes fires extinguished without the assistance of the fire department or the police. ASA College policy requires building evacuation by all occupants during fire alarms.

The College reserves the right to enter and inspect any student room without prior notice. It delegates to the Facility management the right to enter and inspect student rooms for fire hazards. All dormitory rooms will be inspected twice a year. When the inspection is completed, occupants will be provided with an inspection report, which may require the removal of any flammable or combustible material or any obstructions to fire doors or other dormitory exits. The expense of any such removal will be charged to the occupants.

Each member of a room is responsible for complying with the following fire safety rules:

1. Fire Extinguishers. Students may not remove fire extinguishers from their proper stations or discharge them except to put out fires. Students involved in the unnecessary discharge of fire extinguishers will be fined \$100 per person for each extinguisher discharged and will be charged for its replacement. They will

also be held responsible for any cleanup costs. In addition, they may be subject to further disciplinary action by the ASA College Disciplinary Committee.

2. Fire Alarms, Smoke Detectors, and Sprinkler Systems. Deliberately setting off a fire alarm when there is no fire is against the laws of the State of New York. A student who sets off a fire alarm will be fined at least \$100 and prosecuted to the fullest extent of the law. Further disciplinary action will be taken by the ASA College Disciplinary Committee.

The smoke detectors in each room should be in working order at all times. Students should press the test button on the front cover of their detectors weekly; if there is no sound, they should report the malfunction to the Facility Management. If it is found that students have damaged, removed, or deliberately made their smoke detectors inoperative, occupants of the room or suite in which the detector is placed will be fined \$100 each, and they will be subject to further disciplinary action by the ASA College Disciplinary Committee.

3. Students may not tamper with the automatic sprinkler systems in dormitory rooms. It is dangerous, and therefore forbidden, to use sprinkler heads and piping for drying or hanging clothing. Sprinklers should never be painted. Students who cause the unnecessary discharge of a sprinkler will be fined \$100 per person and charged for replacement of sprinkler heads and for cleanup costs. If such discharge causes damage to other rooms, students will be held responsible for costs for property and room damage.

They may be subject to further disciplinary action by the ASA College's Disciplinary Committee.

4. For reasons of fire safety, the following articles are prohibited in dormitory rooms and will be immediately confiscated:

- a. Cooking appliances hot plates, toasters, toaster ovens, broilers, griddles, coffeepots, hot pots.
- b. Halogen lamps.
- c. Space heaters (except when issued in emergencies by Physical Plant).
- d. Any electrical appliance with defective wiring or an improper current rating.
- e. Candles, kerosene lamps, camping cooking equipment, or other open-flame devices.
- f. Fabric or fishnet hung from the ceiling or walls.
- g. Cork boards more than twelve square feet in size.
- h. Flammable fluids and gases such as kerosene, gasoline, and propane.

5. Cooking is prohibited in dormitory rooms. Students violating this policy are subject to monetary fines and immediate confiscation of any prohibited articles.

6. Fire Doors. Access to fire doors should never be blocked; the automatic closure mechanisms should not be propped open; and the security alarms on these doors should never be tampered with. Occupants of any dormitory room in which any of these occurs will be fined \$100 per occupant.

7. Obstructions of Fire Exits. No object of any sort may be placed or stored in entryways, corridors, exit ways, or any other position where it might obstruct immediate access to a fire door or exit. This includes

tripping hazards such as rugs or telephone cords.

8. Draperies, mattresses, mattress covers, carpets, or wall hangings over four square feet in size must be noncombustible or have been treated with a flame-retardant material.

A \$100 fine will be assessed against any student who misuses any of these items or possesses any prohibited item.

### *Smoking Policy*

ASA College maintains a non-smoking policy. It is strictly prohibited to smoke inside any of ASA College's buildings at any of its campuses, including, but not limited to, athletic facilities, satellite offices, dormitories and other group residential facilities.

### **Access to ASA College Facilities**

Access to Campus Facilities takes place in accordance with the college's hours of operation. All academic and administrative buildings are locked in the evenings after the ending of classes. Only students, faculty, and staff have open access to ASA's facilities. A proper form of identification must be presented upon entering any of ASA's facilities. Guests and visitors must sign in after presenting a valid state approved form of identification.

During non-business hours the college's facilities remain closed and are off limits, with the exception of dormitories. Dormitories are located off campus and are secured 24 hours a day.

On a daily basis, the Security Supervisor prepares a summary report for the Director of Facilities Management which may include incidents, if any, lock and security failures, or safety hazards/violations of any type. Other campus constituencies are also encouraged to report any specific concerns regarding campus safety to Facilities Management at 718-534-0755 or ext.2156.

### **Crime Prevention, Education and Awareness Programs**

Uniformed security personnel, stationed at the entrance in every building will take the precautionary measure of checking identification cards of all individuals entering the building. Those individuals who do not have a school identification card are asked to provide their state identification, or other form of valid identification. In addition, security personnel monitor video surveillance, ensuring safety remotely. Our security team works closely with students, faculty and staff, often reminding everyone to watch their valuables and avoid vulnerable situations that may invite criminal behavior. Thus, in order to prevent theft, it is recommended not to leave personal belongings, laptop, computers, tablets, phones, purses, bags, wallets and other objects of value unattended.

All exit doors are equipped with alarms. If the door opens, an alarm will sound. This covers isolated areas where a crime may occur.

ASA College conducts evacuation and fire drills on a quarterly basis every year. During the drills the community of the college is educated on and familiarized with campus evacuation procedures. Additional fire safety information could be obtained from New York Fire Department <http://www.nyc.gov/html/fdny/html/safety/index.shtml>. Information about the community of ASA College in Miami can be obtained at <http://www.miamigov.com/Fire/pages/Programs/>.

### ***Education and Awareness programs,***

All members of the ASA College community are encouraged to attend crime prevention seminars that are conducted by The New York State Crime Prevention Coalition <http://nyscpc.org/drupal/?q=node/10>. In addition, some valuable information can be obtained from the Office of Public Safety at New York State Division of Criminal Justice Services <http://www.criminaljustice.ny.gov/ops/>.

Moreover, ASA College has put together and implemented an in-house webinar for students, faculty and staff members. The webinar is intended to raise awareness and educate the community on ways to prevent a crime, means of reporting a crime, and entities to be contacted.

Awareness programs are an integral part of ASA's approach to campus safety. Our motto is "Don't be a victim of opportunity!" and awareness is promoted as a key to maintaining a safe and secure place that supports the teaching and learning environment.

### **Reporting a Crime or Threat to Campus Safety**

All ASA College students, faculty members and staff, as well as guests of the college are encouraged to report accidents, emergencies and other criminal incidents and activity to any uniformed security on campus, or by calling 718-534-0817 in Brooklyn; 212-672-6450 in Manhattan; and 786-279-1741 in Miami. Additionally, crimes and emergencies could be reported to local law enforcement agencies either by phone at 911 or in person.

All reports of crimes, accidents and emergencies are thoroughly investigated by ASA's security and Department of Facilities.

The primary person responsible for reports, early warnings, and other information related to the annual statistical disclosure is: Director of Facilities, Vladimir Krumer. He can be reached at 718-534-0755 or via e-mail: [vkramer@asa.edu](mailto:vkramer@asa.edu)

### **Emergency Response and Notification**

In case of an emergency, ASA's Director of Facilities Management is the designated Incident Commander/Emergency Coordinator, and is responsible for keeping the plan current and for making any necessary revisions to the plans. The Emergency Coordinator has the responsibility of implementing any and all emergency procedures (including the development of ongoing emergency training and conducting evacuation drills) and emergency station operations, and for ensuring that outside assistance is obtained as needed. The Emergency Coordinator or designee will notify and request assistance from outside

emergency response personnel if and when necessary.

In the event of a fire or other exigent emergency, the ASA College policy is that of **TOTAL EVACUATION**. The Emergency Coordinator and the Security Team assume primary responsibility to ensure that the buildings are evacuated completely and safely.

During an emergency situation, the Emergency Coordinator shall:

Assist students, faculty, staff and visitors in a safe and orderly evacuation of the building(s), direct on-site emergency medical procedures until outside responders arrive.

Upon confirmation that there is a significant emergency or dangerous situation that involves an immediate threat to the health or safety of students and/or staff, emergency notification/alerts will be issued via one or more of the following methods:

1. electronic e-mail to ASA email addresses,
2. posted on our website (www.asa.edu) and portal,
3. or via media announcement.

In the event of an emergency, 1-877-441-6709 will become our Information Hotline Number that will provide information to the general public.

Moreover, in case of an emergency, either on or off campus, that in the judgment of the Director of Facilities or his designee, constitutes an ongoing or continuing threat, a campus wide “timely warning” will be issued. The warning will be issued via the above described methods.

## **Disability Services**

ASA College is committed to fostering campuses that are accessible to people with disabilities. While ASA College strives to improve access to its campuses and buildings, it ensures that all of its programs and activities are accessible to people with disabilities. Student Disability Services works closely with students to ensure that their classrooms meet their access needs. For more information about campus accessibility, contact Mr. Marcus Browne at 718-522-9073 ext.2026 or 1230 and Ms. Jennifer Ross in Miami at (786)279-2631 ext.: 4052

## **Title IX Coordinator**

ASA College is committed to providing an environment for working and learning unimpaired by unlawful discrimination or harassment by students, staff, or third parties against any person on the basis of race, color, sex, gender, religion, marital status, age, sexual orientation, gender identity, national origin, disability, military status, or any other protected category.

With respect to forms of sexual misconduct including harassment, ASA College adheres to federal and state law consistent with Title IX and Article 129-B of the New York State Education Law in the

administration of its academic programs and in the employment of its personnel. For more information contact by e-mail [TitleIX@asa.edu](mailto:TitleIX@asa.edu) or by person

Rafael Baez, Internal Auditor/ Title IX Coordinator  
1293 Broadway, 4 Floor (Room 408)  
New York, NY 10001  
Tel: (212)672-6450 ext: 1413

Jayne H. Weinberger, Ed.D., Chairperson, Ophthalmic Dispensing/ Title IX Coordinator  
1293 Broadway, 6 Floor (Room 602)  
New York, NY 10001  
Tel: (212)672-6450 ext:1431

At the Florida Campuses:

Jennifer Ross, FL Campuses Student Disability Services Coordinator/ Title IX Coordinator  
225 E. Dania Beach Blvd, suite 120 (Room 101-A)  
Dania Beach, FL 33004  
Tel: (786)279-2631 ext.: 4052

## **Drug and Alcohol Policy**

In compliance with federal, state and local regulations, ASA College is committed to providing a drug and alcohol free environment for its students, faculty members and staff. Based on that, it is strictly prohibited to possess and/or use any alcoholic beverages and illegal drugs or controlled substances by students and employees on campus of the college and areas adjacent to the buildings occupied by ASA College, including, but not limited to, campuses in Brooklyn, Manhattan, Miami, athletic facilities, dormitories and other group housing facilities.

Both the Employee and Student Handbook include information on ASA College's drug and alcohol policy. In addition, all new ASA students receive a copy of the ***ASA DRUG AND ALCOHOL FREE WORKPLACE/SCHOOL POLICY*** with their initial schedule. All new employees are also provided with the policy, acknowledged at the time of hire. Additional literature and a list of available community drug counseling and rehabilitation services is available as part of ASA College's drug awareness program in the Office of Student Services or through Human Resources.

## **Missing Student Policy**

The term "missing student" is defined as any ASA College student residing in a student housing facility who is reported missing from his or her residence. All students residing in a campus residence hall are requested to complete a Confidential Contact information form, available upon check-in to their residence. The resident student is asked to identify the name and contact number of the individual(s) who

is (are) to be contacted in the event the student is determined to be missing, as set forth below. This contact information is registered confidentially and may not be disclosed, except to law enforcement personnel in furtherance of a missing person investigation and authorized ASA College officials, including school safety officers. Reports of a missing student should be made to representatives of any of the following:

Chief of Public Safety – Mr. Karl Duhaney, call 718-522-9073;

Director of Student Affairs – Mr. Marcus Browne, call 718-522-9073 (ext: 2026 or 1230)

Director of Residence Life – Mr. Cris Calabrese, call 215-301-0046

If a student is reported missing to a College representative from other than the above mentioned personnel, that representative will immediately notify Public Safety. Whenever an ASA College student is believed missing, the college will utilize all reasonable effort to locate the student and to determine his or her state of health and well-being. These efforts, which are done in conjunction with Public Safety officials, include, but are not limited to, checking the student's room, speaking with friends and/or roommates, calling the student's cell phone number or other known contact. If, upon investigation, the resident student is determined missing, staff will contact the resident's designated "confidential Contact" within 24 hours after the time the resident student is determined to be missing by designated representatives. Only authorized campus officials and law enforcement officers in the furtherance of a missing person's investigation will be permitted to have access to this information. If an ASA College student is under 18 years of age, and is not emancipated, ASA officials will notify the student's custodial parent or guardian. In all cases where ASA College officials determine that a student is missing, Public Safety will notify the appropriate law enforcement agency within 24 hours of that determination.

## **Weapons Policy**

With limited exceptions for certain law enforcement personnel or retired law enforcement personnel, no one is permitted to carry a weapon on campus. Violators of this policy are subject to criminal prosecution as well as discipline by the College, including, but not limited to, termination of employment, expulsion from the College, and/or other appropriate sanctions that may be imposed by the College. To the extent that it deems appropriate, ASA College may also refer such incidents to appropriate law enforcement authorities for further action.

## **Gender-Based Misconduct Policy – Prevention, Response and Reporting Procedures**

It is the policy of ASA College to provide a safe environment, one that is free from violence, for every member of its community. Accordingly, the College prohibits and does not tolerate acts of gender-based misconduct that occur on ASA owned or controlled premises or at College-sponsored off-campus programs or events. Gender-based misconduct comprises a broad range of behaviors focused on sex and/or gender discrimination that may or may not be sexual in nature. Sexual harassment, sexual assault, gender-based harassment, stalking, and intimate partner violence are forms of gender-based misconduct under this policy. Gender-based misconduct can be committed by men or by women, and it can occur

between people of the same or different sex.

This policy applies to all students, faculty, and staff, as well as to visitors' guests, vendors, contractors and other third parties. Violators of this policy are subject to criminal prosecution as well as discipline by ASA College, including, but no limited to, termination of employment, expulsion from the College, and/or other appropriate sanctions that may be imposed by the College.

ASA College has adopted a prevention and response policy to gender-based misconduct, a serious concern on college campuses throughout the country. ASA College also provides for accessible, prompt, and equitable methods of investigation and resolution for those who report instances of such misconduct.

### ***Sexual Assault***

The College treats allegations of sexual assault extremely seriously and has a system in place to assist survivors in obtaining medical treatment, counseling and advocacy services, and legal assistance. Public Safety is committed to treating survivors with care, compassion, and respect.

In a campus setting sexual assault often occurs when one or both parties are intoxicated from alcohol or other drugs or in connection with group activities where unanticipated social pressures may develop. Therefore, it is important to understand that intercourse or other sexual activity with a person unable to give free and full consent (e.g., because of intoxication, substance abuse, or intimidation) constitutes sexual assault or rape. Furthermore, the offender's use of mind altering substance does not in any way diminish his or her responsibility for abusive behavior.

ASA College recognizes that sexual assault is never the fault of the survivor. The information provided below presents options should someone become a victim of sexual assault. See **Appendix 2** for the College and New York State's definitions of sexual assault.

### ***Sex Offender Registry Information***

In accordance with the Campus Sex Crimes Prevention Act, law enforcement agencies must maintain a list of individuals that have registered as sex offenders with the state, including employees, students, or person carrying on a vocation with an educational institution within the jurisdiction of the local law enforcement agency. A listing of all registered sex offenders in New York State is maintained by the New York State Division of Criminal Justice Services. This information is available online at [www.criminaljustice.state.ny.us/nsor/search\\_index.htm](http://www.criminaljustice.state.ny.us/nsor/search_index.htm).

### ***Actions for Survivors of Sexual Assault***

Survivors of sexual assault will be notified of the following options:

## 1. Medical Treatment

It is important that a person who has been recently assaulted receives prompt medical attention to ensure that he/she is medically well. Because physical injury is not always noticeable at first, it is important to receive a medical examination and treatment as soon as possible. This may include screening and/or treatment for sexually transmitted infection and emergency contraception if appropriate.

A medical examination may include the collection of physical evidence for use in prosecution, if the survivor so chooses. Such evidence may increase the chances of successful prosecution, and its collection is therefore strongly encouraged. For this reason, survivors should not bathe, douche, or change clothes before seeking medical treatment.

Forensic evidence is collected by a medical provider, usually in an emergency room, up to 96 hours following a sexual assault. Though a survivor may be unsure about reporting to the police, many times, survivors want to report after they have had time to recover. <sup>1</sup>Collecting forensic evidence makes it much easier to pursue a prosecution later. Toxicology testing for “date rape drugs” is most effective within 72 hours of an assault. It is important to note that the results will not be analyzed unless a police report is filed. The evidence collection kit is kept for one year. It is turned over to the police when a survivor chooses to report. It is discarded after one year.

## 2. Support Services

The safety and well-being of survivors are of paramount importance. The College strongly encourages survivors to contact trained professionals for emotional support, medical services, and advocacy as soon as possible:

Contact options include:

- the New York State Hotline for Sexual Assault and Domestic Violence - 1-800-942-6906
- ASA Title IX Coordinator - 212 -672-6450 ext.: 1413 or 1431
- the Director of Residence Life – 215-301-0046
- the Student Affairs Office – 718-522-9073 ext.: 2026 or 1230
- Public Safety
- any trusted friend, advisor, or faculty member

## 3. Local Law Enforcement

Survivors have the option to report the assault to the New York City Police Department or the local law enforcement agency where the assault occurred. Public Safety personnel at ASA College can assist and accompany the survivor. Although the College strongly encourages pressing criminal charges, it respects

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<sup>1</sup> In New York State most sex offenses have a statute of limitations of five years. There is no statute of limitations for Rape, Criminal sexual act, Aggravated sexual abuse, and Course of sexual conduct against a child. N.Y. Crim. Pro. Law § 30.10

the survivor's choice in deciding to report or not to report to law enforcement. Survivors can contact the NYPD by calling the NYPD Sex Crimes Hotline, 212-267-RAPE (7273) or the District Attorney's hotline, 212-335-9373.

#### 4. ASA College Disciplinary Procedures

Students may also choose to file a report with the College. The ASA College disciplinary system and police/legal system work independently from one another. Students can file reports with the College, with law enforcement, or with both systems. Reports of alleged sexual assault by a student, faculty member, staff member, or administrator of ASA College should be filed with:

Office of the Director of Student Affairs  
151 Lawrence Street, Room 214  
Brooklyn, NY 11201  
(718) 522-9073 Ext: 2026 or 1230

225 E. Dania Beach Blvd, suite 120 Room 101-A  
Dania Beach, FL 33004  
(786) 279-2631 Ext: 4052

#### **Important information about the Disciplinary Processes**

ASA College is committed to providing a prompt, fair, and impartial investigation and resolution for all students involved. The disciplinary process will use a preponderance of the evidence standard of proof to determine whether a policy violation occurred. Preponderance of the evidence means that in order for an individual to be found responsible for violating a policy, it was determined that a policy violation was more likely to have occurred than to not have occurred.

Throughout the procedure, both the student who filed the report and the responding individual receive written notifications of the outcome of the disciplinary process. A student, faculty member or staff member who is found responsible for violating the policy is subject to sanctions including, but not limited to, reprimand/warning, disciplinary probation, suspension, and dismissal.

## APPENDIX 1: DEFINITIONS OF REPORTABLE CRIMES

### **Aggravated Assault:**

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

### **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 or another, etc.

### **Burglary:**

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

### **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; and
- Were the existence of such a relationship shall be determined based on a consideration of the following factors:
  - the length of the relationship;
  - the type of relationship; and
  - the frequency of interaction between the persons involved in the relationship.

### **Domestic Violence:**

A felony or misdemeanor crime of violence committed by-

- A current or former spouse or intimate partner of the victim,
- A person with whom the victim shares a child in common,
- A person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner,
- A person similarly situated to a spouse of the victim under the domestic or family violence laws of New York State
- 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 New York State.

**Drug Abuse Violations:**

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

**Liquor Law Violations:**

The violation of laws or ordinances prohibiting the manufacture, sale, transporting, furnishing, possessing of intoxicating liquor; maintaining unlawful drinking places; bootlegging; operating a still; furnishing liquor to a minor or intemperate person; using a vehicle for illegal transportation of liquor; drinking on a train or public conveyance; and all attempts to commit any of the aforementioned activities.

**Motor Vehicle Theft:**

The theft or attempted theft of a motor vehicle. (Classify as motor vehicle theft all cases where automobiles are taken by persons not having lawful access even though the vehicles are later abandoned, including joyriding.)

**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.

**Stalking:**

- Engaging in a course of conduct directed at a specific person that would cause a reasonable person to
  - Fear for his or her safety or the safety of others; or
  - Suffer substantial emotional distress.

**Hate Crimes:**

A hate crime is a criminal offense committed against a person or property which is motivated, in whole or in part, by the offenders' bias. "Bias" is a preformed negative opinion or attitude toward a group of persons based on their race, gender, religion, disability, sexual orientation, or ethnicity/nation origin. These include all the crimes listed above and the following:

- Larceny-Theft: The unlawful, 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.
- Destruction/Damage/Vandalism of property: To willfully or maliciously destroy, damage, deface, or otherwise injure real or personal property without the consent of the owner or the person having custody or control of it.

## APPENDIX 2: DEFINITIONS OF SEXUAL ASSAULTS (NEW YORK STATE LAW)

### Forcible Sex Offenses:

- 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 temporary or permanent mental or physical incapacity or because of his or her youth. This offense includes the forcible rape of both males and females.
- Forcible Sodomy: Oral or anal sexual intercourse with 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 temporary or permanent mental or physical incapacity or because of his or her youth.
- 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 temporary or permanent mental or physical incapacity or because of his or her youth.
- 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 temporary or permanent mental or physical incapacity or because of his or her youth.

### Non-Forcible Sex Offenses:

- Incest: Non-forcible sexual intercourse between people who are related to each other within the degrees wherein marriage is prohibited by law.
- Statutory Rape: Non-forcible sexual intercourse with a person who is under the statutory age of consent.

### APPENDIX 3: ASA COLLEGE CRIME STATISTICS

The Campus Crime Statistics report is prepared by the ASA College Institutional Researcher. In compliance with federal law, the Crime Awareness and Campus Security Act, the College must disclose crime statistics for the campus and unobstructed public areas immediately adjacent to or running through the campus.

| <b>Table 1:</b>  |                                   |             |             |             |
|--|-----------------------------------|-------------|-------------|-------------|
| <b>Criminal Offenses Not Involving Sexual Misconduct</b> |                                   |             |             |             |
|  |                                   | <b>2015</b> | <b>2016</b> | <b>2017</b> |
| <b>Murder/Non-negligent manslaughter</b>                 |                                   | <b>0</b>    | <b>0</b>    | <b>0</b>    |
|  | Total On Campus                   | 0           | 0           | 0           |
|  | Total On Campus in Residence Hall | 0           | 0           | 0           |
|  | Total On Public Property          | 0           | 0           | 0           |
| <b>Negligent manslaughter</b>                            |                                   | <b>0</b>    | <b>0</b>    | <b>0</b>    |
|  | Total On Campus                   | 0           | 0           | 0           |
|  | Total On Campus in residence Hall | 0           | 0           | 0           |
|  | Total On Public Property          | 0           | 0           | 0           |
| <b>Robbery</b>   |                                   | <b>1</b>    | <b>0</b>    | <b>0</b>    |
|  | Total On Campus                   | 1           | 0           | 0           |
|  | Total On Campus in Residence Hall | 0           | 0           | 0           |
|  | Total On Public Property          | 0           | 0           | 0           |
| <b>Aggravated assault</b>                                |                                   | <b>0</b>    | <b>0</b>    | <b>0</b>    |
|  | Total On Campus                   | 0           | 0           | 0           |
|  | Total On Campus in Residence Hall | 0           | 0           | 0           |
|  | Total On Public Property          | 0           | 0           | 0           |
| <b>Burglary</b>  |                                   | <b>0</b>    | <b>0</b>    | <b>0</b>    |
|  | Total On Campus                   | 6           | 0           | 0           |
|  | Total On Campus in Residence Hall | 0           | 0           | 0           |
|  | Total On Public Property          | 0           | 0           | 0           |
| <b>Motor vehicle theft</b>                               |                                   | <b>0</b>    | <b>0</b>    | <b>0</b>    |
|  | Total On Campus                   | 0           | 0           | 0           |
|  | Total On Campus in Residence Hall | 0           | 0           | 0           |
|  | Total On Public Property          | 0           | 0           | 0           |
| <b>Arson</b>   |                                   | <b>0</b>    | <b>0</b>    | <b>0</b>    |
|  | Total On Campus                   | 0           | 0           | 0           |
|  | Total On Campus in Residence Hall | 0           | 0           | 0           |
|  | Total On Public Property          | 0           | 0           | 0           |

| <b>Table 2:</b>                                      |                                   |             |             |             |
|--|-----------------------------------|-------------|-------------|-------------|
| <b>Criminal Offenses Involving Sexual Misconduct</b> |                                   |             |             |             |
|  |                                   | <b>2015</b> | <b>2016</b> | <b>2017</b> |
| <b>Rape</b>  |                                   | <b>0</b>    | <b>0</b>    | <b>0</b>    |
|  | Total On Campus                   | 0           | 0           | 0           |
|  | Total On Campus in Residence Hall | 0           | 0           | 0           |
|  | Total On Public Property          | 0           | 0           | 0           |
| <b>Fondling</b>                                      |                                   | <b>0</b>    | <b>0</b>    | <b>0</b>    |
|  | Total On Campus                   | 0           | 0           | 0           |
|  | Total On Campus in Residence Hall | 0           | 0           | 0           |
|  | Total On Public Property          | 0           | 0           | 0           |

| <b>Table 2:<br/>Criminal Offenses Involving Sexual Misconduct</b> |                                   |             |             |             |
|---|-----------------------------------|-------------|-------------|-------------|
|   |                                   | <b>2015</b> | <b>2016</b> | <b>2017</b> |
| <b>Incest</b>   |                                   | <b>0</b>    | <b>0</b>    | <b>0</b>    |
|   | Total On Campus                   | 0           | 0           | 0           |
|   | Total On Campus in residence Hall | 0           | 0           | 0           |
|   | Total On Public Property          | 0           | 0           | 0           |
| <b>Statutory Rape</b>   |                                   | <b>0</b>    | <b>0</b>    | <b>0</b>    |
|   | Total On Campus                   | 0           | 0           | 0           |
|   | Total On Campus in Residence Hall | 0           | 0           | 0           |
|   | Total On Public Property          | 0           | 0           | 0           |
| <b>Domestic Violence</b>  |                                   | <b>0</b>    | <b>0</b>    | <b>0</b>    |
|   | Total On Campus                   | 0           | 0           | 0           |
|   | Total On Campus in Residence Hall | 0           | 0           | 0           |
|   | Total On Public Property          | 0           | 0           | 0           |
| <b>Dating Violence</b>  |                                   | <b>0</b>    | <b>0</b>    | <b>0</b>    |
|   | Total On Campus                   | 0           | 0           | 0           |
|   | Total On Campus in Residence Hall | 0           | 0           | 0           |
|   | Total On Public Property          | 0           | 0           | 0           |
| <b>Stalking</b>   |                                   | <b>0</b>    | <b>0</b>    | <b>0</b>    |
|   | Total On Campus                   | 0           | 0           | 0           |
|   | Total On Campus in Residence Hall | 0           | 0           | 0           |
|   | Total On Public Property          | 0           | 0           | 0           |

| <b>Table 3:<br/>Arrests and Disciplinary Referrals</b>             |                                   |             |             |             |
|--|-----------------------------------|-------------|-------------|-------------|
|  |                                   | <b>2015</b> | <b>2016</b> | <b>2017</b> |
| <b>Arrests involving illegal weapons possession</b>                |                                   | <b>0</b>    | <b>0</b>    | <b>0</b>    |
|  | Total On Campus                   | 0           | 0           | 0           |
|  | Total On Campus in Residence Hall | 0           | 0           | 0           |
|  | Total On Public Property          | 0           | 0           | 0           |
| <b>Arrests involving liquor law violations</b>                     |                                   | <b>0</b>    | <b>0</b>    | <b>0</b>    |
|  | Total On Campus                   | 0           | 0           | 0           |
|  | Total On Campus in residence Hall | 0           | 0           | 0           |
|  | Total On Public Property          | 0           | 0           | 0           |
| <b>Arrests involving drug abuse violations</b>                     |                                   | <b>0</b>    | <b>0</b>    | <b>0</b>    |
|  | Total On Campus                   | 0           | 0           | 0           |
|  | Total On Campus in Residence Hall | 0           | 0           | 0           |
|  | Total On Public Property          | 0           | 0           | 0           |
| <b>Disciplinary referrals involving illegal weapons possession</b> |                                   | <b>0</b>    | <b>0</b>    | <b>0</b>    |
|  | Total On Campus                   | 0           | 0           | 0           |
|  | Total On Campus in Residence Hall | 0           | 0           | 0           |
|  | Total On Public Property          | 0           | 0           | 0           |
| <b>Disciplinary referrals involving liquor law violations</b>      |                                   | <b>0</b>    | <b>0</b>    | <b>0</b>    |
|  | Total On Campus                   | 0           | 0           | 0           |
|  | Total On Campus in residence Hall | 0           | 0           | 0           |
|  | Total On Public Property          | 0           | 0           | 0           |
| <b>Disciplinary referrals involving drug abuse violations</b>      |                                   | <b>0</b>    | <b>0</b>    | <b>0</b>    |
|  | Total On Campus                   | 0           | 0           | 0           |
|  | Total On Campus in Residence Hall | 0           | 0           | 0           |
|  | Total On Public Property          | 0           | 0           | 0           |

**Table 4:  
Hate Crimes**

There were no reported Hate Crimes for the years 2015, 2016, or 2017.

**Table 5:  
Statistics and Related Information Regarding Fires in Residential Facilities for 2015**

| Residential Facility                   | Total Fires | Fire No. | Cause of Fire | No. of injuries that required treatment at a medical facility | No. of deaths related to fire | Value of property damage caused by fire |
|--|-------------|----------|---------------|---|-------------------------------|---|
| 316 Atlantic Ave. Brooklyn, NY         | 0           | N/A      | N/A           | N/A   | N/A                           | N/A                                     |
| 599 Central Ave, Brooklyn NY           | 0           | N/A      | N/A           | N/A   | N/A                           | N/A                                     |
| Ramada Hotel, Hialeah, FL 33012        | 0           | N/A      | N/A           | N/A   | N/A                           | N/A                                     |
| Triangle Apartments, Hialeah, FL 33169 | 0           | N/A      | N/A           | N/A   | N/A                           | N/A                                     |
| Rodeway Inn, Miami, FL 33169           | 0           | N/A      | N/A           | N/A   | N/A                           | N/A                                     |

**Table 5:  
Statistics and Related Information Regarding Fires in Residential Facilities for 2016**

| Residential Facility                   | Total fires | Fire No. | Cause of Fire | No. of injuries that required treatment at a medical facility | No. of deaths related to fire | Value of property damage caused by fire |
|--|-------------|----------|---------------|---|-------------------------------|---|
| 316 Atlantic Ave. Brooklyn, NY         | 0           | N/A      | N/A           | N/A   | N/A                           | N/A                                     |
| 599 Central Ave, Brooklyn NY           | 0           | N/A      | N/A           | N/A   | N/A                           | N/A                                     |
| Ramada Hotel, Hialeah, FL 33012        | 0           | N/A      | N/A           | N/A   | N/A                           | N/A                                     |
| Triangle Apartments, Hialeah, FL 33169 | 0           | N/A      | N/A           | N/A   | N/A                           | N/A                                     |
| Rodeway Inn, Miami, FL 33169           | 0           | N/A      | N/A           | N/A   | N/A                           | N/A                                     |

**Table 5:  
Statistics and Related Information Regarding Fires in Residential Facilities for 2017**

| Residential Facility                   | Total fires | Fire No. | Cause of Fire | No. of injuries that required treatment at a medical facility | No. of deaths related to fire | Value of property damage caused by fire |
|--|-------------|----------|---------------|---|-------------------------------|---|
| 316 Atlantic Ave., Brooklyn, NY        | 0           | N/A      | N/A           | N/A   | N/A                           | N/A                                     |
| 599 Central Ave, Brooklyn NY           | 0           | N/A      | N/A           | N/A   | N/A                           | N/A                                     |
| Ramada Hotel, Hialeah, FL 33012        | 0           | N/A      | N/A           | N/A   | N/A                           | N/A                                     |
| Triangle Apartments, Hialeah, FL 33169 | 0           | N/A      | N/A           | N/A   | N/A                           | N/A                                     |
| Rodeway Inn, Miami, FL 33169           | 0           | N/A      | N/A           | N/A   | N/A                           | N/A                                     |