

## **PONTIFICAL COLLEGE JOSEPHINUM**

### **ANNUAL SAFETY REPORT-2024**

#### **CAMPUS CRIME AND PERSONAL SAFETY**

##### **INTRODUCTION**

This annual security and fire report is prepared by the Vice President of Administration in compliance with the Jeanne Clery Disclosure of Campus Security and Campus Crime Statistics Act. It contains crime and fire statistics as well as information about campus policies and practices that are designed to promote crime awareness, campus safety and security. All seminarians and employees are sent an email by October 1 of each year alerting them to this information published on the Josephinum web site.

##### **CRIME REPORTING POLICY: REPORT CRIMES PROMPTLY**

Report all crimes that occur on campus to:

Vice President of Administration: 614-985-2230

Vice Rector of Theology: 614-985-2213

Vice Rector of College: 614-985-2329

##### **SECURITY AND FIRE SAFETY**

Seminarians, faculty and staff should make sure that all outside doors close securely and lock. Do not hold doors open and allow someone you do not know to enter the building unless you escort that person to their destination and office. The receptionist at the front of campus provides entrance into the seminary for visitors. The Josephinum has prepared and issued three important documents to promote the safety and security of all seminarians and staff: The Security of Persons and Property Manual, The College of Liberal Arts Rule of Life, and The Pre-Theology Program and School of Theology Rule of Life.

The U.S. Department of Education requires the Josephinum to maintain records of criminal offenses and fires occurring on campus in order to provide seminarians, employees and interested parties with this information. Individuals who report crimes to the above individuals should prepare a written report that indicates the nature of the crime, time and place of occurrence and whether the police were contacted.

All residents should be cautious and aware of potential fire hazards, e.g. open flames and candle wicks are not permitted in rooms. Any appliance that produces heat (e.g. hot plates, coffee makers, toasters, non-electric space heaters etc.) is a fire hazard and is prohibited in a seminarian's room. Anyone who

detects smoke or fire in a building should set off the nearest interior fire alarm and call the Fire Department immediately via 911. Individuals should not attempt to fight the fire with fire extinguishers unless it is of a minor nature. Should the fire alarm sound in any building, proceed immediately to the place designated for assembly outside of that building. Evacuation of the buildings is required for all. All lights and electrical items are to be turned off and doors are to be closed to prevent drafts. Regular tests are conducted on the mechanical system by which fires are detected within the buildings. Periodic fire drills may be conducted at the discretion of the Rector/President and the Director of Plant Operations. A record of fire drills is kept on file in the office of plant operations.

#### No Smoking

Smoking of tobacco is prohibited in any building on the campus and is only permitted outside in designated places. The Josephinum is located within the City of Columbus, Franklin County, State of Ohio. Therefore, all the city, county and state regulations regarding the matter of smoking must be observed.

#### DRUG AND ALCOHOL POLICY

The unlawful use, possession, manufacture, dispensing or distribution of alcohol or illicit drugs on the premises of the Pontifical College Josephinum or as part of any of its activities is strictly prohibited.

*Alcoholic Beverages:* Seminarians who are of legal drinking age are expected to practice the virtue of temperance at all times if partaking of alcoholic beverages. Developing the mature freedom to abstain from alcohol or to consume moderately represents growth in maturity in human formation. The use of alcoholic beverages at community functions is at the discretion of the President/Rector. This usage will be limited to special occasions and generally within the context of the event itself. In all cases, the seminary will adhere to the laws of the State of Ohio. In every instance, when alcoholic beverages are available at community events, non-alcoholic refreshments will also be available.

One of the goals of a program of priestly formation is to encourage mature, responsible attitudes toward the moderate use or non-use of alcoholic beverages. Any abuse of alcohol by a seminarian is of grave concern, and will be dealt with on an individual basis. Fraternal concern for a seminarian who abuses alcohol should prompt fellow seminarians to express this concern to the abuser and the Dean of Men or another faculty member. A designated driver is required if drinking is involved for those going out to dinner, to watch games in pubs, to entertain friends, etc. The violation of state and local laws with regard to alcohol consumption and motor vehicles will lead to the loss of the privilege of having a vehicle on campus.

Alcohol is never permitted in a college seminarian's room even for collegians who are 21 years and older. Any violation to this norm results in dismissal from the seminary at the discretion of the President/Rector. The Theology and College Pubs are the only places in the buildings where beer or wine may be served. Written permission for alcohol for special event gatherings, etc., for seminarians who are at least 21 years of age outside of pub hours must be obtained in advance from the Dean of Seminary Life each time to provide a record to our constituents who demand it.

*Drug Use (Illegal):* If a seminarian learns that a brother is currently using illegal drugs or has become addicted to prescription drugs, then he should inform formation personnel and seek appropriate medical assistance. If civil laws have been violated, then formation personnel should inform law enforcement officials.

*Marijuana Use:* Recreational use of marijuana is strictly prohibited even if it is permitted under federal, state, or local ordinances.

#### WEAPONS PROHIBITED

It is the official policy that firearms, explosives, fireworks, incendiary devices, other deadly weapons (knives, swords, machetes, etc.), any weapon not permitted on a commercial aircraft, is not permitted here. It is the official policy of the Josephinum that hunting on seminary grounds is strictly prohibited. Hunters who practice using bow and arrow must register their equipment with the Dean of Men, who will keep the equipment in a locked area and sign it out to the owner for use. Archery target practice may only be done in designated areas.

#### MISSING SEMINARIAN NOTIFICATION POLICY

If it becomes apparent that a seminarian is missing, the Dean of Seminary Life and the Vice Rector is to be notified immediately. Each seminarian has the option to register confidentially with the Dean of Seminary Life that a seminarian is missing, with the understanding that only authorized campus officials and law enforcement officers may have access to this information. The Dean of Seminary Life will ascertain the last contact the missing seminarian had with other members of the seminary community and will call an emergency meeting with the Vice Rectors of both houses, the Rector/President and the Vice President of Administration. All evidence of the last whereabouts of the missing seminarian will be reviewed at the meeting and a decision will be made whether the local Columbus police will be notified. If the local police are contacted, a missing student report will be filed so that a formal search can be initiated by local authorities. Parents of any missing seminarian under the age of 18 will then be contacted and provided information.

#### Sexual Harassment Policy

The Pontifical College Josephinum is adamantly opposed to any form of sexual harassment toward or by any individuals connected with this institution. Such conduct is unlawful, offensive to the individual, and contrary to the values of the Gospel and the Church's teachings on the dignity of the human person. All members of the Pontifical College Josephinum community are entitled to an environment that is free from sexual harassment. Such behavior will not be tolerated and will be investigated. Prompt corrective measures will be taken. Proven sexual harassment will be cause for disciplinary action up to and including termination of employment or expulsion from the Pontifical College Josephinum. This policy applies to all faculty, staff, students, student employees, suppliers/contractors, program participants, volunteers, and visitors.

Sexual harassment includes unwelcome sexual advances, requests for sexual favors, and other physical or verbal conduct of a sexual nature when it meets any of the following:

- Submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment or academic status.
- Submission to or rejection of such conduct by an individual is used as the basis for employment or academic decisions affecting such individual.
- Such conduct has the purpose or effect of unreasonably interfering with an individual's work or academic performance or creating an intimidating, hostile, or offensive environment for working, learning, or living on campus. Sexual harassment can occur between any individuals associated with the University, e.g., an employee and a supervisor, coworkers, faculty member, staff member, student, customer, vendor, contractor, or visitor.

Examples of sexual harassment include, but are not limited to:

- Some incidents of physical assault.
- Direct or implied threats that submission to sexual advances will be a condition of employment, work status, promotion, grades, or letters of recommendation.
- Direct propositions of a sexual nature and/or subtle pressure for sexual activity that is unwanted and unreasonably interferes with a person's work or academic environment.
- A pattern of conduct that unreasonably interferes with the work or academic environment (not legitimately related to the subject matter of a course) including:
  - Sexual comments or inappropriate references to gender.
  - Sexually explicit statements, questions, jokes, or anecdotes regardless of the means of communication (oral, written, electronic, etc.).
  - Unwanted touching, patting, hugging, brushing against a person's body, or staring.
  - Inquiries and commentaries about sexual activity, experience, or orientation.
  - The display of inappropriate sexually-oriented materials in a location where others can view them.

Romantic and/or sexual relationships between individuals not married to each other in a supervisory, teaching, evaluation, advising, formation, coaching, or counseling relationship constitute a conflict of interest. The person in the position of higher institutional authority has the responsibility to eliminate the conflict of interest. The conflict of interest must be eliminated in a way that minimizes the potential for harming the person with lower institutional authority.

#### REPORTING SEXUAL HARASSMENT

If a member of the Pontifical College Josephinum community (faculty, staff, seminarians, student employees, suppliers/contractors, program participants, volunteers, and visitors including bishops and vocation directors) thinks that they have been sexually harassed OR a member of the Pontifical College Josephinum community believes that someone in the community has been sexually harassed, that person should contact the Title IX coordinator, who will begin the process of investigation. A report should be made as soon as is practical, but no later than 5 business days. The Title IX coordinator will implement

procedures that ensure that an individual reporting harassment can do so with sensitivity, privacy, and without fear of retaliation. No one will be retaliated against because of such a report and any attempt to retaliate should also be immediately reported.

Individuals may also contact the Columbus Diocesan Victims Assistance Coordinator at 866-448-0217 or at [helpisavailable@columbuscatholic.org](mailto:helpisavailable@columbuscatholic.org). If you are the victim of sexual abuse (or any other crime), please contact local law enforcement immediately. A seminarian may also choose to inform his own Diocesan Vocation Director and/or Bishop.

The United States Conference of Catholic Bishops (USCCB) has established a reporting system accepting allegations of sexual misconduct against minors or vulnerable persons by such bishops. Catholic Bishop Abuse Reporting Service or CBAR. Its website is [www.ReportBishopAbuse.org](http://www.ReportBishopAbuse.org). Its toll-free telephone number through which individuals can file reports regarding a bishop or eparch is 800-276-1562.

The Pontifical College Josephinum, in compliance with regulations of the United States Department of Education, has designated the Coordinator of Institutional Accreditation and Planning as the Title IX Coordinator. This individual reports to the President/Rector of the Pontifical College Josephinum. The Title IX Coordinator is responsible for coordinating the Josephinum's responses to all complaints involving possible sex discrimination, including sexual harassment, stalking, and relationship violence. The Josephinum's Title IX policies and grievance procedures can be found in the Security of Persons and Property Manual, the Faculty Handbook, and the Employee Handbook for Staff and Maintenance. Any seminarian or employee who wishes to file a complaint involving possible sex discrimination should contact and request a meeting with the Title IX Coordinator. The phone number is 614-985-2276.

#### CRIME AND FIRE STATISTICS (THE CLERY ACT)

The Jeanne Clery Act mandates the manner and format in which data are to be collected and published. The annual detailed report contains statistics for the previous three calendar years and can be found on the Josephinum's website.