



Franciscan School of Theology

IN AFFILIATION WITH THE UNIVERSITY OF SAN DIEGO

2017 Safety and Security Report



The Franciscan School of Theology's Annual Security and Fire Safety Report is now available.

These reports are required by federal law and contain policy statements, crime statistics, and fire related information for the school. The policy statements address the school's policies, procedures and programs concerning safety and security, including policies for responding to emergency situations and sexual offenses. Three years worth of statistics are typically included for certain types of crimes that were reported to have occurred on campus and on public property within or immediately adjacent to the campus. This report contains the crime statistics for the 2014-2016 calendar years. Copies of the report are available by contacting the Vice President for Academic Affairs at ggarrett@fst.edu You may also request a paper copy from:

Franciscan School of Theology

Vice President for Academic Affairs
4050 Mission Ave.
Oceanside, CA 92057
760-547-1800 ext. 222
www.fst.edu



Franciscan School of Theology 2017 Annual Safety Report

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Franciscan School of Theology 2017 Annual Safety Report

1 Annual Security Report

The Franciscan School of Theology (FST) publishes and distributes its Annual Security Report that includes policy statements, crime statistics and a fire safety report to all currently enrolled students and all employees by October 1st of each year. This report is also provided to any prospective student or prospective employee, upon request.

This is accomplished by making it available on the FST website. The reports are emailed to all current employees and students by the October 1st deadline. The notification includes the report's availability, a description of what the report includes, the exact Internet address at which the report is posted, and how a paper copy of the annual security report can

2 Annual Report Submitted by October 1st

FST compiles and publishes its Annual Security Report (hereafter "ASR") in compliance with the Clery Act, by October 1st each year, by issuing the report as a single document, as is required for all postsecondary institutions that participate in any Title IV federal student financial assistance programs.

In summary, the ASR includes statistics on certain crimes and all policy statements mandated by the US Department of Education for schools of higher education, listed under Title 34, part 668.46 of the Code of Federal Regulations (CFR), including, at a minimum:

- ◆ Clery crime statistics for the 2014 - 2016 calendar years.
- ◆ A statement of campus policies regarding procedures for students and staff to report criminal actions or other emergencies on campus.
- ◆ Policies for making timely warning reports to members of the campus community.
- ◆ Policies for preparing the annual disclosure of crime statistics.
- ◆ A list, by title, of persons or organizations to whom reports of crime should be made, including confidential reports by victims of crime.
- ◆ A statement of current policies concerning campus law enforcement that addresses enforcement authority of security personnel on campus, their relationship with state and local law enforcement, encouragement for prompt and accurate crime reporting, and instructions for counselors to encourage victims of crimes to make reports voluntarily.
- ◆ A description and frequency of programs designed to inform students and employees about campus security and personal safety.
- ◆ A description of programs designed to inform students and employees about crime prevention.
- ◆ A statement of policy concerning the monitoring and recording of criminal activity off-campus, through local police agency resources, for the benefit of students engaged in off-campus activities or living off-campus.
- ◆ A description of any drug or alcohol abuse education programs, as required under HEA.

- ◆ A statement of policy regarding the campus sexual assault prevention programs and procedures to follow when a sex offense occurs. This statement includes a description of the programs promoting sexual assault awareness, the definition of forcible and non-forcible sex offenses, procedures for victims of sexual assault to follow, information on student options for reporting sexual assault, notification of on and off campus counseling services for sexual assault victims, optional living arrangements available for student victims of sexual assault, and procedures for campus disciplinary action in cases of an alleged sex offense.
- ◆ A statement advising the campus community where state-provided law enforcement agency information concerning registered sex offenders may be obtained.
- ◆ A statement of policy regarding discrimination and harassment.
- ◆ A statement of policy regarding emergency response and evacuation procedures.
- ◆ A statement of policy regarding missing student notification procedures.
- ◆ Use of a map (optional).
- ◆ Statistics from police agencies on crimes occurring in public area immediately adjacent to campus, if available.
- ◆ A statement of policy regarding timely warning and emergency notification to the campus community.
- ◆ A statement of policy regarding the campus daily crime log and its availability for public inspection.

3 Access Controls and Safety

FST strives to create a safe and secure campus. Access to the campus offices and classrooms is secured with a wireless alarm system and the campus staff monitors entrances. Faculty and staff have proximity fobs to give access to offices and classrooms during non-business hours. Students have access to the offices and classrooms only when faculty or staff members are present, otherwise, these are locked and not accessible for use.

4 Campus PSS/Local

FST does not have an onsite Public Safety and Security presence but works closely with the Oceanside Police Department on all matters pertaining to Clery crimes and policies.

Criminal activity, suspicious activity, and police emergencies occurring on the FST campus should be reported to the Oceanside Police Department. The Oceanside Police Department provides 24-hour police emergency and law enforcement services to the FST community, including students who live off-campus.

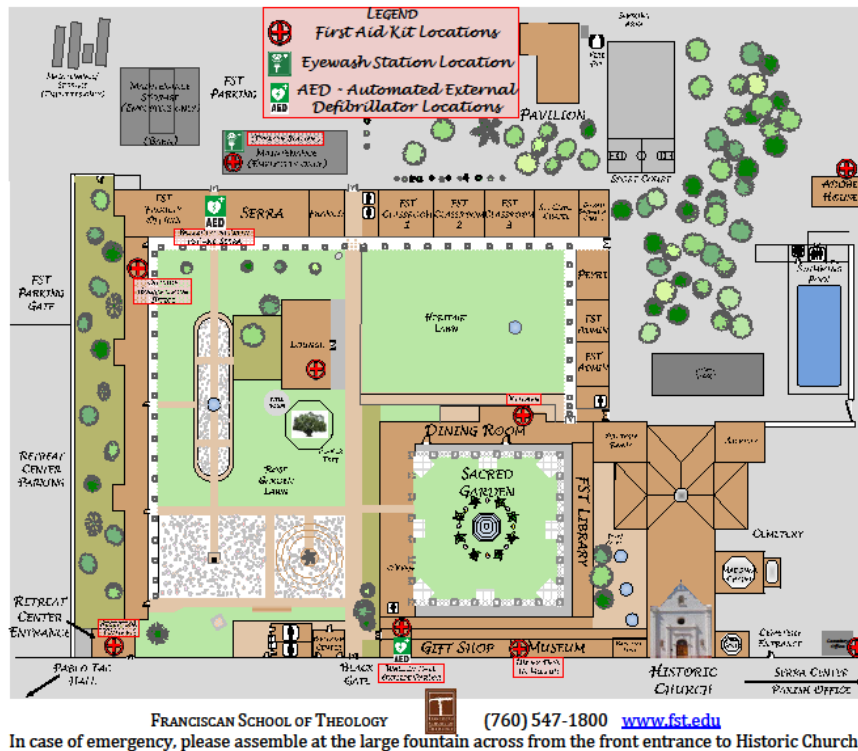
5 Policy on Safety Education

FST promotes the personal and community safety of its students and staff by posting safety tips, presenting safety orientation classes, and publicizing safety programs each semester.

Campus Community Alerts - When time is of the essence, Campus Community Alerts are given to the campus community through e2Campus and student email system, providing alerts about crimes that have occurred on or near campus or any emergency situation that needs to be communicated to the campus community.

6 Location of First Aid Kits and Defibrillators

For the safety of the campus community, the map below identifies the location of First Aid kits and Defibrillators on the FST campus and Mission Grounds.



The following members of the FST and Mission communities have been First Aid and CPR certified:

Old Mission San Luis Rey (760) 757-3651

Administration

Gwyn Grimes 175
 Christie Sahhar

Retreat Center

Stephanie Lopez 148
 Jacob Diaz

Maintenance

Sergio Mora 163
 Julian Gomez

Friary of the Old Mission (760) 721-6542

Br. Rami Fodda 229
 Fr. Garrett Galvin 222

Franciscan School of Theology (760) 547-1800

Donna Foley 224
 Fr. Garrett Galvin 222
 Christine Avella 226
 Gigi Betancourt 204

Fires, fire emergencies, or fire alarms should be reported directly to the Oceanside Fire Department or via the 911 emergency call systems. The Oceanside Fire Department provides services by handling fire, rescue, and other services.

In case of a medical emergency on or off campus, students and employees should dial 911.

7 Crime Prevention

FST is committed to the safety and security of its students, staff and visitors. The administration works closely through the office of the Vice President for Academic Affairs with the administrative staff and faculty to enhance personal safety, incorporate proactive crime-reduction strategies, and help community members to develop a sense of responsibility for reducing their risk of becoming the victim of a crime.

The Vice President for Academic Affairs works with campus administration to provide a variety of safety education strategies to the students in order to promote personal safety tips on how to protect themselves from sexual assault, theft and other crimes.

7.1. Community Alerts

Through the use of e2Campus emergency notification system, community alerts are sent to students and staff through text messages, email, and voice messages about incidents and information that have come to the attention of the administration that presents a potential for harm or serve as safety reminders. They are sent out to increase awareness of potential security and safety concerns on and around the campus, as “timely notifications.” In this way, the FST community can be on the lookout for threatening situations and take precautions to avoid being victims of similar crimes.

Students and staff observing suspicious behavior on or near campus are encouraged to contact the Oceanside Police Department by dialing 911.

8 Off-Campus Crime Reporting

FST does not operate or recognize any off-campus student housing or off-campus student organization facilities. All parties interested in reporting off-campus crimes or seeking off-campus crime statistics are referred to the Oceanside Police Department located at:

Oceanside Police Department
3855 Mission Avenue
Oceanside, CA 92054
Emergency calls: 911
Non-Emergency calls: (760) 435-4900

9 Alcohol Use, Illegal Drug Use and Drug/Alcohol Abuse Prevention

In accordance with Public Law 101-226 Drug-free Schools and Community Act Amendment of 1989, FST prohibits the unlawful possession, use, or distribution of illicit drugs and alcohol by students and employees on FST property or as part of any FST-sanctioned activity. Any student or employee in violation of this policy is subject to disciplinary action up to and including expulsion from the School or termination from employment for violations of the standards of conduct. The authority to take disciplinary action in any instance rests with the Board of Trustees after consideration of the recommendation of the President of FST.

The personal possession, use and sale of alcoholic beverages by anyone on school property is a violation of the California Business and Professions Code 25608, and a violation of the student standards of conduct and employment standards and policies. The use, sale or possession of any illegal drug is a violation of state law, and any person found in violation may be subject to arrest by federal, state, local or campus law enforcement authorities. Criminal prosecution is separate from any administrative discipline that may be imposed by FST.

10 Sexual Assault Prevention and Response

FST views any form of sexual assault, discrimination on the basis of sex, or sexual harassment as inconsistent with Franciscan values and applicable laws. The commission of any sexual misconduct prohibited by California or Federal law is a violation of FST's Sexual Assault Policy. Any violation of this policy, as an offender, may lead to criminal prosecution or discipline, up to and including suspension or expulsion as applicable.

FST encourages all victims of sexual assault to report incidents to an administrator. Offenses occurring on campus should be reported to the Office of the Vice President for Academic Affairs at (760) 547-1800 ext 222, or to the Associate Dean of Students at (760) 547-1800 ext 224.

The decision to file a report with FST or any local, county, or state law enforcement agency is to be made by the victim. FST staff personnel will assist the victim in contacting the appropriate police department if the victim so desires. While the Office of the Vice President for Academic Affairs, or the Associate Dean of Students will advise all victims of sexual assault to report the incident to the local police, the reporting of the incident to the police does not obligate the victim to press charges. All reported incidents occurring on campus become part of the campus crime report statistics.

Upon receiving a report of sexual assault or discrimination, the Coordinator of Title IX, the Vice President for Academic Affairs or the Associate Dean of Students will conduct an investigation in cooperation with other administrators and will conduct hearings in accordance with established disciplinary procedures. Sexual assault and discrimination victims are entitled to be informed of the status of any and all phases of the hearing process, including the outcome.

Person(s) accused of sexual assault will be disciplined through established disciplinary procedures. Accused person(s) are also entitled to be informed of the status of any and all phases of the investigation and discipline process, including the outcome.

The Associate Dean of Students and the Vice President for Academic Affairs will work in conjunction to offer educational seminars for students and staff upon request. The Office of the Vice President for Academic Affairs provides the community with timely reports of crimes committed on or off-campus considered to be a threat to students or employees through e2Campus and in-class announcements. Crime prevention materials will be made available to students and staff upon request.

Resources for victims of sexual assault

On Campus

Vice President for Academic Affairs	(760) 547-1800 ext 222
Student Services	(760) 547-1800 ext 224

Off-Campus

Center for Community Solutions, San Marcos	(760) 798-2835
Center for Community Solutions, hotline	(888) 385-4657
District Attorney's Office (Vista)	(760) 806-4004
Oceanside Police Department	(760) 435-4900
San Diego Sheriff's Department	(858) 565-5200
Oceanside Victim/Witness Assistance	(760) 806-4079
Women's Resource Center hotline	(760) 757-3500

11 Discrimination and Harassment

FST is committed to justice and fairness in its educational programs and activities. The School complies with Title IX of the U. S. Department of Labor's Education Amendments of 1972 requiring that no person in the United States shall, on the basis of sex be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any educational program or activity receiving federal financial assistance. In addition, FST is committed to respect individual rights and tolerates no discrimination based upon race, color, creed, national or ethnic origin, gender, sexual orientation, age, physical or mental handicaps. The Associate Academic Dean, Garrett Galvin, OFM is FST's Title IX Coordinator. He can be reached at ggalvin@fst.edu or by phone at (760) 547-1800, ext. 222.

11.1 Sexual Harassment Policy

Sexual harassment is a discriminatory practice that is unethical, unprofessional, and threatening to intellectual freedom. Such harassment is directly opposed to FST's mission, which attempts to include "all in an embrace of mutuality, equality, and respect." Sexual harassment has serious consequences in higher education. It is not simply inappropriate behavior, it is also illegal.

FST is strongly opposed to sexual harassment. Sexual harassment is defined as using "one's authority or power, either explicitly or implicitly, to coerce another into unwanted sexual relations, or to punish another for his or her refusal; or the creation of an intimidating, hostile or offensive working environment through verbal or physical conduct of a sexual nature." (Equal Employment Opportunity Commission of the United States Government)

- ◆ Sexual harassment behaviors include but are not limited to:
- ◆ Sexist remarks, jokes, or behavior.
- ◆ Insults, including lewd remarks or conduct.
- ◆ Visual displays of degrading sexual images or pornography.
- ◆ The use of professional authority to inappropriately draw attention to the gender, sexuality or sexual orientation of an employee, colleague, or student.
- ◆ Pressure to accept unwelcome social invitations.
- ◆ Unwelcome sexual advances, including unwanted touching, domestic violence, dating violence or stalking.
- ◆ Request for sexual favors.

Sexual assault, including attempted or completed physical sexual assault.

(Adapted from the Sexual Harassment Policy of American Academy of Religion)

Sexual harassment occurs from these behaviors and other verbal or physical conduct of a sexual nature when any or all of the following conditions apply:

- ◆ Submission to or rejection of such conduct is made, implicitly or explicitly, a term or condition of instruction or employment.

- ◆ Submission to or rejection of such conduct is used as a basis for evaluation in making academic or personnel decisions affecting an 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 working or academic environment.

(Adapted from the Sexual Harassment Policy of American Academy of Religion)

12 Registered Sex Offender Information

In compliance with the Campus Sex Crimes Prevention Act of 2000 (CSCPA), requiring institutions of higher education to issue a statement advising the on-campus community of where they may find law enforcement information on the location of registered sex offenders as provided by the State of California, members of the FST community are directed to the website: <http://www.homefacts.com>.

Employees and students of FST who are required to register as sex offenders, must provide notice to the State of California and the FST Director of Student Services that they are complying with all State and Federal laws in regards to their attending or working FST, an institution of higher education.

13 Emergency Response and Evacuation Procedures

There is no absolute way to respond to every type of emergency situation but here are some recommendations for several types of incidents:

If a shooting on campus occurs outside and you are inside a classroom or building

- ◆ Remain inside the building.
- ◆ Using a key (if applicable), lock the door from the outside, and close it.
- ◆ Close all blinds or shades and stay away from windows.
- ◆ Turn off all lights.
- ◆ Stay down on the ground, do not move or peek to see what is happening.
- ◆ Wait and listen for directions from police.

If a shooting occurs while you are outside

- ◆ Move or crawl away from the shooter or gunfire; utilize any obstructions between you and the gunfire. Try to get inside or behind a building and stay down.
- ◆ Wait and listen for directions from police.

If a fire, earthquake, bomb threat, chemical or biological emergency occurs

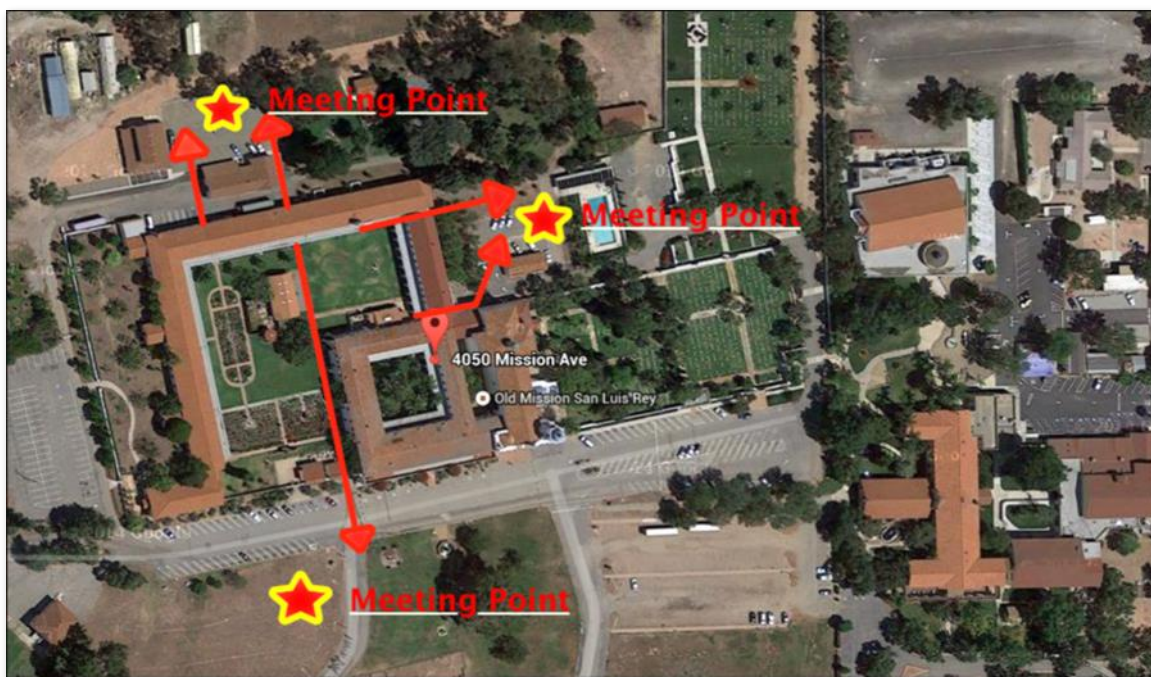
- ◆ Leave the affected area and close the door behind you. (For earthquakes it is recommended that you seek cover under a table or in a doorway for a few minutes for probable aftershock, close the door and evacuate the building.)
- ◆ Do not touch any suspected bomb, and do not use your cell phone anywhere near a suspected bomb. Do not attempt to clean up any possible chemical spill.

- ◆ Go directly to your assigned assembly meeting location (all are in open space areas).
- ◆ Red signs are posted in all classrooms indicating assembly meeting areas.
- ◆ Do not re-enter the classroom or other space from which you exited until you have been told it is okay to do so by fire or police personnel.

FST will conduct annual training drills of the emergency response and evacuation procedures with at least one test per year.

13.1 Emergency Evacuation

In the event that an emergency evacuation is required on the FST campus, staff and administrators will announce the need to evacuate the building via bullhorn and, if required, by walking through the buildings to inform classes in session. In case of fire, alarms are pulled and building occupants exit the building through designated exits posted in prominent places in the building and move to the nearest “Meeting Point” as indicated on the map.



13.2 Notification to the FST Community about an Immediate Threat

In the event that the President or Vice President for Academic Affairs of FST confirms that a serious emergency or dangerous situation exists on campus that poses an immediate threat to the health and safety to members of the campus community, he or she will collaborate with FST staff to determine the content and method of communication needed and will use some or all of the systems described below to communicate the threat to the FST community or a segment of the campus community, if the threat is limited to a particular building or segment of the population.

In the event that notification of an immediate threat is to be issued to the FST campus community, the School has various systems in place for communicating the information. Some or all of these methods of communication may be activated as needed. These methods include the use of e2Campus emergency notification system to generate text messages; emails; phone calls; office telephone communication; bullhorn; and cell phones.

14 Crime Statistics on Liquor/Drug/Weapons

FST annually discloses both the number of arrests and the number of persons referred for disciplinary action for: illegal weapons possession, drug law violations and liquor law violations. The statistics in the table below reflect the number of persons involved in violations of the law in each category.

Offense Type (including attempts)	2014	2015	2016
Liquor Law Violations	0	0	0
Referral	0	0	0
Arrest	0	0	0
Drug Law Violations	0	0	0
Referral	0	0	0
Arrest	0	0	0
Weapons Violations	0	0	0
Referral	0	0	0
Arrest	0	0	0

15 Crime Statistics on Hate Crimes

In its Annual Security Report FST includes any of the required offenses and any other crime involving bodily injury reported to the Title IX Coordinator, the Vice President for Academic Affairs, the Associate Dean of Students, or the local police, in which the victim was intentionally selected because of the perpetrator's bias against the victim's real or perceived race, gender, religion, sexual orientation, ethnicity/national origin, or disability.

These offenses are identified by the Federal Bureau of Investigation UCR code as Hate Crimes and proper reporting requires that the Vice President for Academic Affairs secure manifest evidence that identifies the category of prejudice.

Recent updates to this section have expanded the list of reportable Hate Crime offenses to include: larceny/theft, simple assault, intimidation, and the destruction, damage or vandalism of property.

For 2014– 2016, FST reports that no hate crimes occurred at the campus, as defined above, in any of the designated geographic reporting categories.

16 Crime Statistics for Campus and Off-Campus Public Property

Crime statistics for off-campus public property around the FST campus are available directly from the Oceanside Police Department.

Offense Type (including attempts)	Campus			Off Campus		
	2014	2015	2016	2014	2015	2016
Murder	0	0	0	0	0	0
Manslaughter	0	0	0	0	0	0
Forcible Sex Offenses	0	0	0	0	0	0
Non Forcible Sex Offenses	0	0	0	0	0	0
Domestic Violence	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0
Stalking	0	0	0	0	0	0
Robbery	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0
Burglary	0	1	0	0	0	0
Arson	0	0	0	0	0	0
Stolen Vehicles	0	0	0	0	0	0

17 Campus Map

The FST campus is located at 4050 Mission Avenue in Oceanside, California and consists of administrative offices and library on the ground floor of the east wing; chapel, classrooms and faculty offices in the north wing; and a student lounge in the main courtyard. (See map of First Aid kits and Defibrillators in section I3.1 for locations of campus offices and classrooms).

For the purpose of the Clery Act, the public property within or immediately adjacent to the FST campus includes San Luis Rey Ave. the intersection of San Luis Rey Ave. and Mission Ave, and the public bus stop near this intersection.



18 Timely Warnings

Timely warnings are defined by the Clery Act as alerts made to the campus community to certain crimes in a manner that is timely and will aid in the prevention of similar crimes. The intent of a warning regarding a criminal incident is to provide information that will enable people to protect themselves from becoming victims of the same or similar crimes; thus it is critically important that the warnings be issued as soon as the pertinent information is available.

At a minimum, timely warnings will include the nature of the crime, the date and location it is reported to have occurred, suspect descriptions if available, and any details deemed appropriate to assist students and staff in order to help them avoid being victimized by similar crimes on or near campus.

FST makes timely warnings to the campus community of crimes defined as Clery Crimes occurring on the FST Clery geography or are considered to represent a serious or continuing threat to students and employees that are reported to the FST Administration. These timely notifications are made primarily in three ways:

1. Employees are notified through the transmission of information relayed via FST email.
2. Students are notified individually through the use of e2Campus consisting of text messages, emails, and voice mails to all FST administration, staff and students.
3. Timely notifications are also posted on the <http://www.fst.edu> webpage under “Community Alerts” for students and employees to review at their convenience.

The FST campus Student Services office conducts chapel services on a weekly basis allowing for timely notification of matters of student safety in a group setting. The Vice President for Academic Affairs invites speakers from the appropriate campus departments to make announcements to the student body, as needed.

19 Daily Crime Log

The FST Office of the Vice President for Academic Affairs maintains an electronic daily crime log, which records all crimes occurring on the FST campus and on public property adjacent to campus.

This log includes the date the crime was reported, the date and time the crime occurred, the nature of the crime, the general location of the crime and the disposition of the complaint, if known.

Entries to the Daily Crime Log are made within two business days of the report of the information to Assistant to the President, unless the disclosure is prohibited by law or would jeopardize the confidentiality of the victim. Information is withheld if there is clear and convincing evidence that the release of the information would jeopardize an ongoing criminal investigation or the safety of an individual, cause a suspect to flee or evade detection or result in the destruction of evidence. Once the adverse effect is no longer likely to occur, the information is disclosed as required.

The FST Daily Crime Log for the most recent 60 days is open to public inspection during normal business hours. Portions of the log older than 60 days are available for public inspection within two business days of a request.

20. Missing Student Notification

The FST campus provides student housing only for professed Franciscan Friars whose well-being is under the direction of the Guardian of the Friary of the Old Mission San Luis Rey.