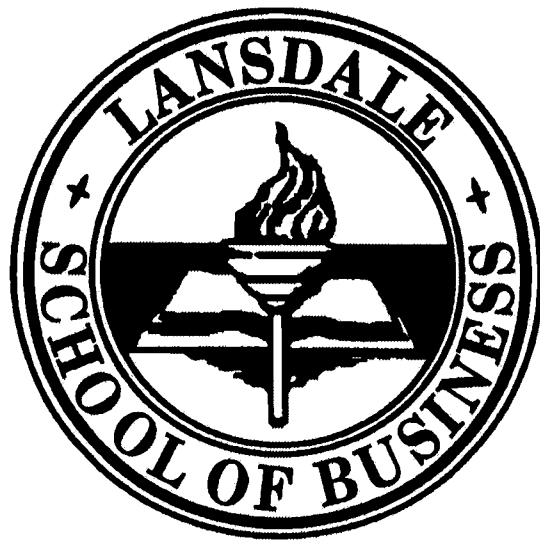


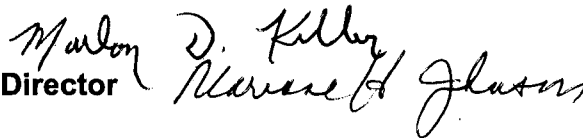
Lansdale School of Business



2023-2024
Annual Security Report
North Wales Campus
and
Phoenixville Learning Site

**TO: All Lansdale School of Business Students, Faculty
and Administrative Staff**

**FROM: Marlon Keller, President
Marianne Johnson, Executive Director**



DATE: September 30, 2023

**RE: Lansdale School of Business 2022-23 Annual Security Report
North Wales Campus and Phoenixville Learning Site**

Lansdale School of Business prepares its Annual Security Reports to comply with the Jeanne Clery Disclosure of Campus Security Policy, the Crime Statistics Act and the Violence Against Women Act. The full text of this report follows. Paper copies are available in our academic resource center for further review and from our Executive Director, Marianne Johnson. An electronic version of each campus report is available for your convenience on the LSB shared drives and on our website @ www.LSB.edu. This report covers the 2023-24 academic year.

The Annual Security Report is prepared in cooperation with the local police departments serving our two locations, our Student Services Department, and our financial aid compliance specialist. Each entity provides updated information on their efforts and programs to comply with the Acts. Both locations are included in this report with a separate crime statistics report provided for each locale.

Campus crime, arrests and referral statistics include those reported to our designated campus officials and local law enforcement agencies in the jurisdiction of Upper Gwynedd Township for the North Wales location and the by the Phoenixville Police Department for our learning site at the Franklin Commons building locate in Phoenixville. The Campus Crime Statistic Report for the North Wales campus is posted throughout the North Wales building. Since this is the final report for the Phoenixville site, statistics are posted in the North Wales building and are available upon request from Frank Fazio (ffazio@LSB.edu).

Each year, a notice is distributed to all enrolled students, current employees, and instructional staff members regarding the publication of this report. Students and current instructors are notified via email notice through Thinkwave and by a banner announcement placed on future class schedules. A read-receipt email is distributed to all staff, both administrative and instructional, with a copy of the report attached, as a confirmation that the report was received and read. Distribution of this announcement takes place prior to the first of October. A reminder of the availability of the ASR is added to each registration throughout the coming year. This report is part of our student consumer information packet. Notice of its availability is also placed on our student bulletin boards, in the school catalog and on the LSB website. The annual statistics are reported to the Department of Education and this written report is available for review upon request.

We are pleased to report that no crimes, arrests or violations of the law have occurred or have been reported at either location. We look forward to another year in a crime-free environment.

For additional information on Lansdale School of Business or our current policies and procedures, please consult our current catalog. If you have any questions regarding the contents of the attached report, do not hesitate to call Marianne Johnson for clarification or comment.

Lansdale School of Business 2023 - 24 Annual Security Report

Lansdale School of Business (LSB/School) has a proud history of providing a safe learning environment for its students. Our main campus is located at: 290 Wissahickon Avenue, North Wales, Upper Gwynedd Township, and our (former) learning site in the Franklin Commons Building at 200 Franklin Avenue, Phoenixville. Both locations are in Pennsylvania.

Numerous federal and state laws have been adopted to ensure student and employee safety. *The Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act* require that specific policies, procedures, and information be provided to ensure the health and safety of all students, faculty, and staff.

What does the Clery Act require?

The Clery Act requires colleges and universities to report campus crime data, support victims of violence, and publicly outline the policies and procedures they have put into place to improve campus safety.

This annual security report addresses and supports these three requirements. You will find the crime statistics at the end of this report.

Current Policy Regarding Campus Security

Lansdale School of Business does not employ a campus police force or a private security company. However, administrative personnel are available during our normal business hours to assist you should the need arise.

Lansdale School of Business operates no off-campus housing facilities or off-campus student organizations at either location; therefore, it has no security personnel associated with these types of facilities or organizations, nor are we required to publish a fire safety report.

Reporting Criminal Incidents and Other Emergencies

All students, employees, and guests should promptly report any criminal incidents, suspected criminal activity and all accidents, serious illness and other emergencies by

Dialing 911 to alert the Police

Then, you are asked to alert a senior administrator or an instructor in your location of the concern. At the North Wales location this is accomplished via the front desk attendant or personnel in the Business Office. Prior to June 30, 2023; notification at the Phoenixville site was either by notifying the campus coordinator or an on-site instructor.

Lansdale School of Business does not have a campus police force or security department; therefore, it does not maintain a daily log of criminal activity at either location. However, any suspected criminal activity should be reported to both the local police and a Campus Security Official (listed below) to ensure inclusion in the annual crime statistics and to aid in providing timely warning notices to our school's community, when appropriate.

Campus Security Officials

The following individuals are designated as Campus Security Officials (CSO):

Both locations	Phoenixville Site (prior to June 30, 2023)
Marianne Johnson Executive Director	Frank Fazio, Campus Coordinator
Marlon Keller, President	
Any senior or available staff member	
(If not on site, any available administrative staff member)	

In the event of any newsworthy situation, please refer all inquiries to Marianne Johnson or Marlon Keller and these individuals only.

Distribution of Campus Safety Alerts

In a situation arises, either on or off campus, that, in the judgment of any Campus Security Official constitutes a dangerous situation or a continuing threat, a campus wide “timely warning” notice will be issued via in-school/in classroom announcement and placed on the LSB messaging service.

Depending on the particular circumstance of the incident or crime, especially in all situations that could pose an immediate threat to the LSB community, the School may post an electronic notice on the LSB web site at: <http://www.lsb.edu>, or on the School’s Facebook page. We also may notify the local media (www.nbcphiladelphia.com) providing the campus community with more immediate notification. In such instances, a copy of the notice is distributed to each classroom and each office as well as posted on the student information boards.

The LSB administrative phone chain will be activated to alert all instructors and staff individually of any change or alert that specifically affects the main campus. At the time, the Phoenixville site would have been notified of any alert that may affect the staff, students or instructors who work at both locations. Instructors are asked to notify their respective class roster with the specific timely warning information.

Anyone with information warranting a timely warning should report the circumstances to a Campus Security Official as soon as they are able to the main campus @ 215-699-5700.

Access Policy

LSB staff and students have access to school facilities during our normal business hours. These times are generally Monday through Wednesday 8:30am to 10:00pm, Thursday 8:30am to 6:00pm and Friday 8:30am to 4:00 pm. Saturday is building is closed

The Spa at LSB is temporarily closed and not accepting appointments.

During non-business hours access to the facility is by Campus Security Official approval. No employee should be in the facility alone for any reason.

All visitors must sign in and out at the front desk or with an administrator on location. Visitors to LSB include prospective students and any accompanying family member, family and friends of all employees, staff, instructors, and students; visiting lecturers and other professionals associated with LSB, contractors, janitorial staff, and vending machine personnel.

Security Awareness and Crime Prevention Programs

While Lansdale School of Business is virtually crime free, it remains in the best interest of all to abide by common sense security precautions. In any community there will be a small percentage that will engage in book or purse theft (petty theft), or the theft of materials left in unsecured vehicles. As in any public place, one should always keep an eye on personal belongings.

Please be aware that (both) locations are open to the public throughout the day and evening. It is wise to use the same care and caution that one would take in any public place when thinking of one's personal safety.

In that same regard, we encourage you to be aware of your surroundings and avoid taking unnecessary risks by following these basic personal protection measures:

- Don't walk alone in the parking lot after dark. Walk in well-lit areas with someone.
- Use the buddy system when exiting the building.
- Be aware of your surroundings.
- Lock your car doors and keep valuables out of sight.
- When in the building, keep your valuables close by.
- Know where your car keys are.
- Report all thefts, regardless of value.
- Report suspicious persons or activities to Campus Security Officials.
- Be aware of the closest outside exit in the event of an emergency evacuation.

The North Wales building is equipped with security cameras. These security cameras are positioned to record activity in the building, the parking lots and at each entry way. Motion detectors have been installed as part of the after-hour building security

A number of educational and awareness-raising materials and events are provided throughout the academic year. These typically involve staff in-service seminars, community awareness activities, and orientation sessions. Notice of these events are published on campus bulletin boards; announced in individual classrooms and listed on the LSB website. Considering the recent rise in public shootings and gun violence, Lansdale School of Business is planning a safety meeting to ensure policy and procedures as a precautionary measure.

Lost and Found

The School provides a Lost and Found area in the Business Office of the North Wales campus and formerly in the main office of the learning site. If an item of value is lost on school property, i.e. eyeglasses, keys, jump drive or textbooks, it should be reported immediately to your instructor and to a CSO. If you find something of value on the property, please bring the item (s) to the appropriate office for safe keeping.

Lansdale School of Business is not responsible for lost or stolen property.

On-site parking

On-site parking is offered as a convenience but parking is at your own risk.

LSB is not responsible for any injury, damages or loss that occurs in the adjacent parking lots.

Student Code of Conduct

Students at LSB are subject to all laws governing public behavior and civil authority. Any student who exhibits conduct not in keeping with the established standards of the school is subject to penalty with possible sanctions including disciplinary probation, restitution, temporary suspension, or expulsion. Violations of the LSB Code of Conduct are listed in our school catalog on our website. All members of the LSB community should familiarize themselves with the LSB Code of Conduct.

Procedures

Any member of the LSB community may charge any other member of the LSB community with a code violation. Charges must be in writing and directed to the appropriate school official. Upon filing a charge alleging a violation of the code, the individual being charged will have the opportunity to defend him or herself.

Enforcement

The ultimate responsibility for enforcement of the code of conduct rests with the School President or the President's delegated officials. Enforcement of academic violations rests with the Executive director. Day-to-day enforcement responsibility rests with all members of the school community including students, faculty, administrators, and staff members.

Policy on Alcoholic Beverages and Illegal Drugs

In accordance with the Drug Free Schools and Communities Act and Amendments, the possession, sale or the furnishing of any alcoholic beverage or illegal substance on School property is governed by Lansdale School of Business Drug Free School and Work Place Policy and Pennsylvania state laws. Laws regarding the possession, sale, consumption or furnishing of alcohol are enforced by the Commonwealth of Pennsylvania. Please note: enforcement of alcohol law violations on-campus is the primary responsibility of local law enforcement. Local police will be notified of any suspected abuse, unusual behavior or drunkenness.

It is a violation under the Lansdale School of Business Drug Free School and Workplace Statement for anyone to consume or possess alcohol, alcoholic beverages while on school property, arrive on campus in an inebriated state, cause disruption to or obstruction of the learning environment or the administration of business.

Further, it is a violation to distribute, sell, consume or possess any controlled substances or non-prescribed prescription drugs anywhere on school property including parked cars in the school parking lot; arrive on campus in a drug induced/altered state, cause disruption to or obstruction of the learning environment or the administration of business.

Violators are subject to School disciplinary action, criminal prosecution, civil fines and imprisonment.

Prevention Programs

As stated above the School policy prohibits the use of illicit drugs and the abuse of alcohol by students and employees. The school's programs related to the prevention of drug use and abuse includes dissemination of informational materials, agency referrals and college disciplinary actions.

Violence Against Women Act

Policy, Prevention and Response

In 2013, President Obama signed a bill that strengthened and reauthorized the Violence Against Women Act. This act requires colleges to report sexual violence including rape, stalking, and other violations of this nature. Colleges should have disciplinary procedures in place and have policies in place to address sexual violence including training students and employees. Included in this new bill was the Campus Sexual Violence Elimination Act (Campus SaVE) which amends the Clery Act and gives additional rights to victims of sexual violence, dating violence, domestic violence and stalking while on campus.

Since LSB does not have campus housing, dormitories or additional free-standing campus buildings the incidence of date/acquaintance rape, dating violence and stalking on campus are minimized. However, Lansdale School of Business prohibits these actions and discourages behavior that mimics the same.

If you are a victim of any of these types of assaults in the building or on the property, your first priority should be to get to a safe place and call 911 immediately.

If you are a victim a domestic violence and/or have a protection from abuse order and find it necessary to notify campus personnel of the situation, the information that is shared will be held in the strictest of confidence. Contact Marianne Johnson at mjohnson@LSB.edu, directly.

The Women's Center of Montgomery County 24/7 hotline is 1-800-773-2424. For additional information consult their website: <http://www.wcmontco.org>.

A student found guilty of violating the School's sexual misconduct policy could be criminally prosecuted in Commonwealth courts and may be suspended or expelled from for the first offense. Student victims have the option to change their academic schedule after an alleged sexual assault, incident of stalking or harassment of any nature.

A victim of any of these actions that occur on campus may choose for the investigation to be pursued through the criminal justice system with the assistance of a school administrator. Additional resources and referrals are available by contacting the Student Services Office or Coordinator at main campus.

Sexual Harassment

Sexual harassment is unacceptable at Lansdale School of Business and is contrary to the commitment of this school to provide a safe and effective learning and working environment.

Unwelcomed advances whether physical, sexual or verbal are prohibited. Lansdale School of Business' students and employees are individually responsible to ensure such harassment does not occur. Incidents of sexual harassment must be reported to a CSO for documentation. Retaliation against any person for having filed a complaint of sexual harassment or for having assisted in the investigation of a complaint will not be tolerated.

Discipline imposed upon students for violation of this policy may include suspension or expulsion, depending upon the nature and severity of the offense. Discipline imposed upon an employee for violation of this policy may include warning, written reprimand or transfer, suspension, or dismissal depending upon the nature and severity of the offense.

Title IX

Title IX regulations prohibits discrimination based on sex in educational programs and activities in all federally funded schools. It protects student, employers, and others from all forms of sexual discrimination regardless of gender identity or sexual orientation, including sexual harassment, sexual violence, and gender identity discrimination. This federal regulation also addressed bullying as a reportable offense. Title IX covers actions that occur on campus and at off-campus events sponsored by the college. The college is responsible for taking "prompt and effective" steps to end the discrimination.

Confidential Reporting Procedures

The College strongly advocates that a victim of any act of inappropriate behavior, sexual violence/assault, regardless of sexual orientation or gender identity report the incident immediately to both a campus official and the police of the jurisdiction in which the incident occurred. Time is a critical factor for evidence collection and preservation. The CSO will document the incident and is required to keep the information confidential.

Grievances and College Disciplinary Actions

As stated in our 2023 catalog under the Questions and Concerns section, grievances are considered an escalation of a concern not resolved at the informal level. A student may begin the formal grievance procedure by presenting a written description of the complaint and must include the student's name, address, email address and telephone number. There are four levels in the grievance process at LSB and are delineated in the School Catalog under the heading Questions and Concerns. (see the LSB website for additional information)

In keeping with the requirements to provide educational programs, a student found guilty of violating the School's sexual misconduct policy could be criminally prosecuted in Commonwealth courts and may be suspended or expelled from for the first offense. Student victims have the option to change their academic schedule or campus after an alleged crime, if such changes are reasonably available.

Guns on Campus

Guns or weapons¹ of any kind are not permitted on campus or learning site whether on your person, in a parked car or in the parking lot.

Possession of (lawful or unlawful) or use of firearms, weapons (as listed below) or fireworks is/was prohibited at both locations. Violators of the school policy and/or the law are subject to School's disciplinary action and criminal prosecution under state and/or federal laws. In accordance with the laws of the Commonwealth, possession of firearms - at either location - whether on your person or in any vehicle located on the LSB properties controlled by the School is strictly prohibited.

¹ A weapon is any instrument or implement which is capable of inflicting serious bodily injury, and shall include but not be limited to:

- Any rifle, shotgun, handgun, machine gun, or other firearm, or antique firearms suitable for use; any airgun, spring gun, B-B gun, or implement that is not a firearm, which propels a pellet of any kind with a force that can reasonably be expected to cause bodily harm; any starter pistol, flare-gun, tranquilizer-gun, stun-gun, zip-gun, spear-gun, dart-gun, sling shot; or ammunition of any type for weapons governed by these regulations.
- Any knife with a blade larger than that of a folding pocket knife; dagger; razor or other

cutting instrument, the blade of which is exposed in an automatic way by switch, push-button, spring mechanism, or otherwise.

- Any striking instrument to include clubs, truncheons, blackjacks, sandbags, metal knuckles, or sap gloves.
- Any martial arts weapons to include nunchakus, tongas, staffs, and throwing stars.
- Any bow and arrow combination.
- Any device which discharges chemical irritant or tear gas and smoke grenades.
- Any incendiary device to include flammable liquids enclosed in readily breakable containers that can be equipped with an igniter of any type.
- Any explosive device to include hand grenades, bombs, black powder, smokeless powder, percussion caps, friction primers, and pyrotechnic fuses.

Sex Offender Registration

In accordance with the *Campus Sex Crimes Prevention Act of 2000*, that amends the *Jacob Wetterling Crimes Against Children and Sexually Violent Offender Registration Act*, the *Jeanne Clery Act* and the *Family Educational Rights and Privacy Act of 1974**, Lansdale School of Business provides the link to the Pennsylvania State Police Sex Offender Registry listed below.

This act* requires all institutions of higher education to issue a statement advising the campus community where law enforcement information provided by the Commonwealth concerning registered sex offenders may be obtained. In the Commonwealth of Pennsylvania convicted sex offenders must register with the Sex Offender and Crimes Against Minors Registry maintained by the Pennsylvania State Police. However, LSB posts the link to this information on its website for the convenience of its students

Sex Offender Registration

In accordance with the Wetterling Act, Megan's Law and the Campus Sex Crimes Prevention Act of 2000, it is now mandatory that all registered sex offenders report to the law enforcement agency having jurisdiction in which the institution is located.

The PA Public Sex Offenders Registry is <http://www.pameganslaw.state.pa.us>

In Closing

The College prepares this report to comply with the *Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act* along with the *Violence Against Women Act*. This report is prepared in cooperation with the local law enforcement agency serving our campus and members of the LSB community. Each entity provides updated information on their educational efforts and programs to comply with the Act. Campus crime, arrest and referral statistics include those reported to designated Campus Security Officials and local law enforcement agencies. Each year, a notice is sent to all enrolled students as well as distributed to all current employees and staff. Copies of the report may also be obtained from the Executive Director and is available in our academic resource center at the North Wales campus.

Important Contact Information

Lansdale School of Business www.LSB.edu 215-699-5700(p) 215-699-8770(f)

Upper Gwynedd Township Police non-emergency 215-699-5862
(North Wales Campus)

Borough of Phoenixville Police non-emergency 610-933-1180
(Phoenixville Learning Site)

The PA Public Sex Offenders Registry: <http://www.pameganslaw.state.pa.us>

Weather Alert or Timely Warning access: www.NBC10.com

Commonwealth of PA Emergency Information: www.ReadyPA.gov

Addendums

Crime Statistic Report - North Wales Campus

Crime Statistic Report - Phoenixville Learning Site

Campus Crime Statistics North Wales Campus

STUDENT RIGHT TO KNOW AND CAMPUS SECURITY ACT

In accordance with the Student Right to Know and Campus Security Act we publish the following statistical information as reported to us by the Upper Gwynedd Township Police Department for the following 3 years: 2022, 2023 and 2024.

Statistical Report for Period: 2022 - 2024

<u>Crime Category*</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>
Criminal Homicide	0	0	0
Sex offenses – Forcible	0	0	0
Sex offenses – Non-forcible	0	0	0
Robbery	0	0	0
Aggravated assault	0	0	0
Burglary	0	0	0
Motor Vehicle Theft	0	0	0
Arson	0	0	0
Hate Crimes	0	0	0

*Date rape and other dating related crimes are not reported as Lansdale School of Business does not have on- campus housing, on campus events or other school sanctioned events.

The following are arrest statistics for three offense categories for the award year 2023 -24 and the preceding two years.

<u>ARRESTS/ REFERRALS</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>
Liquor	0/0	0/0	0/0
Drugs	0/0	0/0	0/0
Weapons	0/0	0/0	0/0

Campus Crime Statistics **Phoenixville Learning Site**

STUDENT RIGHT TO KNOW AND CAMPUS SECURITY ACT

In accordance with the Student Right to Know and Campus Security Act we publish the following statistical information as reported to us by the Borough of Phoenixville Police Department for the following 3 years: 2022, 2023 and 2024.

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Drugs	0/0	0/0	0/0
Weapons	0/0	0/0	0/0

(¹This is the final report for the Phoenixville Learning site. The site was closed in June of 2023)