

CHAPTER FOUR: BALDWIN CITY CAMPUS 2017 FIRE SAFETY REPORT

The Campus Fire Safety Right-to-Know Act (s. 354) was passed in the United States Senate (July 2007). This act requires all college and university campuses nationwide to make public their fire safety information, statistics, and all fire-related events to students and their families. This public disclosure is intended to inform current and prospective students of the fire safety programs and policies in place at Baker University, and the institution's state of readiness to detect and respond appropriately to fire related emergencies.

FIRE PROTECTIVE FEATURES IN CAMPUS RESIDENCE FACILITIES					
Baker University Residential Facilities	Fire Detection System (Smoke, Heat, Ion)	Fire Suppression System	Fire Extinguishers Present	Redundant Monitoring System	Fire Drills Each Year
Gessner Hall	Yes	No	Yes	Yes	<i>Fall/Spring</i>
Irwin Hall	Yes	No	Yes	Yes	<i>Fall/Spring</i>
New Living Center	Yes	Yes	Yes	Yes	<i>Fall/Spring</i>
Markham Apartments	Yes	Yes	Yes	Yes	<i>Fall/Spring</i>
Horn Apartments	Yes	No	Yes	Yes	<i>Fall/Spring</i>

2017 CAMPUS FIRE STATISTICS					
BUILDING	NUMBER OF FIRES	CAUSE OF FIRE	INJURIES REPORTED	DEATHS REPORTED	VALUE OF PROPERTY DAMAGED
Gessner Hall 518 Dearborn	0	N/A	0	0	\$ 0
Irwin Hall 810 Dearborn	0	N/A	0	0	\$ 0
New Living Center 614 Dearborn	0	N/A	0	0	\$ 0
Markham Apartments 305 6th St.	0	N/A	0	0	\$ 0
Horn Apartments 301 6th St.	0	N/A	0	0	\$ 0

Banned Items

Materials that are prohibited from use in the residential facilities include:

- Flammable liquids and chemicals
- Cut Christmas trees or boughs
- Four-way, cheater plugs, and power strips without active surge protection
- Firearms, fireworks, and compound bows
- Paintball, BB guns, or other weapons
- Extension cords without breakers
- Laser pointers
- Duct tape on University owned property
- Contact paper on walls or furniture
- Push pins, tacks, or nails in walls or ceilings
- Any substances applied to windows except cleaning products and decorative window clings
- Alcohol and alcohol paraphernalia (for example, but not limited to, empty alcohol containers, equipment used in aid of rapid consumption (i.e. beer bong), alcohol used in aid of production or containers where intent is to consume)
- Candles and incense (lit or unlit), candle warmers, candle paraphernalia, and wax products
- Pets and animals (other than fish in a 20 gallon or less tank)
- Dartboards
- Other items that negatively impact the community as determined by staff

Prohibited practices involving fire safety include: any modification of existing electrical equipment such as outlets, light fixtures, wiring, etc.; running electrical cords under carpeting or through a doorway or window; connecting high wattage appliances or other electronic equipment to outlets by extension cords that do not contain breaker switches; decorating a student room by hanging tapestries, flags, or posters on the ceiling or in a way that covers vents on appliances or electronic equipment; changing or adding locks to doors, any practice that constitutes a fire hazard (e.g., careless use of smoking materials, etc.).

Electrical Appliances

Refrigerators 3.7 cubic feet and under and microwaves 1.5 cubic feet and under may be used in the residence halls. Devices such as ovens, electric woks, full-size refrigerators, deep fat fryers, hot plates, quesadilla makers, George Foreman Grills, and halogen lamps are prohibited (see list of additional banned electrical appliances below). University-provided stoves in apartments are the only exceptions. In compliance with fire and safety codes, the following appliances are not allowed in any residential facility:

- Any appliance with an exposed heating surface (University-provided appliances in the apartments are the only exception)
- Space heaters
- Refrigerators larger than 3.7 cubic feet (NOTE: ONE refrigerator per every 2 residents in Irwin, Gessner and NLC; no refrigerators other than the refrigerator provided by the University in the apartments)
- Microwave ovens larger than 1.5 cubic feet (NOTE: ONE per Irwin, Gessner room or NLC suite ONLY)
- Halogen lamps or quartz light bulbs and lamps
- Hot plates
- Oil popcorn poppers
- Electric sauce pans
- Any type of grill

- Any appliance not clearly marked as UL approved
- Sun or heat lamps
- Electric blankets
- Four-way, “cheater” plugs, and power strips without active surge protection
- Any type of extension cords without a breaker
- Broiler ovens, toasters, toaster ovens (except in the apartments)
- Electrical items that cause electrical outages
- Any electrical appliance deemed by the Department of Residence Life to be a fire hazard

Prohibited practices involving fire safety include: any modification of existing electrical equipment such as outlets, light fixtures, wiring, etc.; running electrical cords under carpeting or through a doorway or window; connecting high wattage appliances or other electronic equipment to outlets by extension cords that do not contain breaker switches; decorating a student room by hanging tapestries, flags, or posters on the ceiling or in a way that covers vents on appliances or electronic equipment; changing or adding locks to doors, any practice that constitutes a fire hazard (e.g., careless use of smoking materials, etc.).

FIRE SAFETY EQUIPMENT, PROCEDURES, PREVENTION

It is a serious offense to tamper with fire safety equipment, such as fire extinguishers, fire alarms, and smoke detectors or other fire prevention equipment or to pull the fire alarm under false pretenses. Tampering with the fire alarms or fire extinguishers is prohibited, and persons who do this may be prosecuted under the law and will be subject to swift and decisive disciplinary action with eviction from University-owned housing being the most viable sanction. Anyone tampering with fire equipment is subject to a \$1,000 fine and possible criminal charges. The student will also go through the University conduct process.

Evacuation

Fire drills occur once a semester in University-owned housing. The purpose of the fire drill is to acquaint residents with a rapid and orderly means of exit during an emergency. All persons in the building must participate in the drill and evacuate the building. Failure to do so may result in conduct action. Residents are to follow evacuation procedures. Specific evacuation procedures for each building will be explained by the Residence Life Staff at the first floor meeting and are posted throughout the building. When an all-hall alarm sounds, the building must be completely and immediately evacuated. Baker Campus Security, Baldwin City Police Department, and Baldwin City Fire Department are automatically notified. Do not panic. Students are responsible to become familiar with the emergency procedures for his or her building upon move-in. Follow these simple instructions:

1. Turn off room lights except for ceiling lights. Leave blinds and curtains open.
2. Close windows, lock the door, and take room key and Baker ID card.
3. Grab a coat, shoes, and a towel to cover face and head and leave in an orderly fashion as instructed in the evacuation procedures.
4. Walk quickly and quietly and use the closest exits.
5. Stand away from the building at the designated area. The Residence Life Staff will inform students when they may return to the building. Deliberately remaining in or returning to a building during an evacuation is a personal danger and a danger to others who will enter the building to find those unaccounted for. This policy also applies to fire drills. Students found in buildings when a fire alarm is active may be subject to conduct action.
6. Be respectful of Residence Life Staff, Campus Security, and Public Service officials who are acting in the line of duty.
7. The Residence Life Staff will check each room to make certain that everyone has evacuated (as the nature of the emergency permits).

If a fire is outside a student's room or apartment and it is unsafe to exit:

1. Crack a window and remain near the opened window.
2. Hang a bedsheet or any large light-colored cloth out the window to signal location to emergency personnel.
3. Keep close to the floor and near the outside wall. Remember that smoke rises.
4. Do not panic. Remain calm and cooperate with the staff and emergency personnel during emergencies.

Prevention

The best fire safety starts with prevention. To prevent fires and accidents, residents must use common sense and follow these simple guidelines:

1. Smoking is prohibited in University-owned buildings or within 25 feet of any entrance or building.
2. Use ashtrays, found outside of buildings, to completely extinguish cigarettes or matches.
3. Use only UL-approved electrical appliances. Use caution when using these appliances. Do not leave electrical appliances unattended.
4. Halogen lamps are not permitted in University-owned housing facilities.
5. Make certain that decoration materials are fireproof or fire retardant.

Open flames of any type (including candles and the burning of incense or coals), combustible chemicals (including propane and other fuels), multiple ("octopus") electrical adapters, appliances with frayed wires, and ungrounded electrical appliances are not permitted inside or within 25 feet of University-owned housing facilities. For a complete list of items and practices prohibited in residential facilities under the fire code, please refer back to the Electrical Appliances and Banned Items sections.

Unsafe and prohibited practices involving fire safety include: any unofficial lock modifications or additions to doors, any modification of existing electrical equipment, such as outlets, light fixtures, wiring, etc.; running electrical cords under carpeting; running electrical cords through a doorway or window; connecting high wattage appliances or other electronic equipment to outlets by extension cords that do not contain breaker switches; decorating a student room by hanging tapestries, flags or posters on the ceiling or in a way which covers vents on appliances or electronic equipment; any practice which constitutes a fire hazard (i.e. careless use of smoking materials, etc.).

Fire Safety Equipment

Fire extinguishers are located throughout the residence halls and apartment buildings. They are to be used only in the event of a fire. They are considered fire equipment and are not to be disturbed. Do not tamper with fire extinguishers or use them for anything other than to extinguish a fire. Exit signs are located strategically throughout the buildings to indicate exit routes, particularly in emergency situations. Do not remove or tamper with any of these signs. When an alarm is activated, it sounds throughout the entire building. The building must be thoroughly and immediately evacuated when an alarm sounds. Individuals found tampering with the fire alarms, extinguishers, smoke detectors or other fire prevention equipment, or pulling the fire alarm under false pretenses will be subject to swift and decisive disciplinary action with eviction from University-owned housing being the most likely sanction. Do not tamper with the fire or life safety equipment. All hallways, decks, and walkways must be kept clear to allow for safe entrance to and exit from all individual rooms and apartments per fire or life safety codes.