

GUSTAVUS

GUSTAVUS ADOLPHUS COLLEGE

Gustavus Adolphus College Fire and Life Safety Information 2008

Fire and Life Safety Information Higher Education Opportunity Act of 2008

On August 14, 2008 President George W. Bush signed the Higher Education Opportunity Act of 2008. This law requires any institution maintaining on-campus student housing to issue an annual fire safety report. The report is to include statistics regarding the number and causes of fires, number of fire injuries and deaths and value of property damage. It must also include information on each on-campus student housing fire safety system, the number of regular mandatory fire drills, fire safety policies, education programs, and plans for any needed fire safety improvements.

The College developed this report to comply with this act and to better inform the Gustavus Adolphus College community - students, prospective students, parents, faculty and staff - on how fires affect the College's residential facilities. It includes all of the required information on fires, preventative actions, campus guidelines, and training that is conducted to reduce the likelihood and impact of campus fires.

Number of Fires, Their Cause, Associated Injuries and Property Damage

The following table lists all fires that have occurred in on-campus housing since 2006.

Fiscal Year	Total Number of Housing Facility Fires	Cause/Type	Number of Injuries	Property Damage in Dollars
2006	3	see below	0	see below
2007	0	0	0	0
2008	0	0	0	0

<u>2006</u>				Number of Injuries that Required Treatment at a Facility	Number of Deaths Related to a Fire	Value of Property Damage Caused by Fire	Case Number
Residential Facilities	Date	Time	Cause of Fire				
Rundstrom Hall	05/18/2006	07:15	Burnt pizza	0	0	\$200	06-000114
College View Apartments	05/25/2006	23:27	Cooking grease fire	0	0	\$1,000	06-000123
Rundstrom Hall	05/20/2006	21:07	Electrical fire: rope light	0	0	\$240	06-000117

I. Definitions

Fire - Any instance of open flame or other burning in a place not intended to contain the burning or in an uncontrolled manner.

Fire drill - A supervised practice of a mandatory evacuation of a building for a fire.

Fire-related injury - Any instance in which a person is injured as a result of a fire, including an injury sustained from a natural or accidental cause while involved in fire control, attempting rescue, or escaping from the dangers of the fire. The term person may include students, faculty, staff, visitors, firefighters, or any other individuals.

Fire-related death - Any instance in which a person is killed as a result of a fire, including death resulting from a natural or accidental cause while involved in fire control, attempting rescue, or escaping from the dangers of a fire, or deaths that occur within one year of injuries sustained as a result of the fire.

Fire safety system - Any mechanism or system related to the detection of a fire, the warning resulting from a fire, or the control of a fire including: Sprinkler or other fire extinguishing systems, fire detection devices, stand-alone smoke alarms, devices that alert one to the presence of a fire, such as horns, bells, or strobe lights, smoke-control and reduction mechanisms, and fire doors and walls that reduce the spread of a fire.

Value of Property Damage - The estimated value of the loss of the structure and contents, in terms of the cost of replacement in like kind and quantity, including contents damaged by fire, related damages caused by smoke, water, and overhaul; however, it does not include indirect loss, such as business interruption.

Fire Log - A fire log is kept at the Department of Campus Safety open to the public during normal business hours.

Gustavus Adolphus College maintains a fire log that records any fire that occurred in an on-campus student housing facility and includes information such as the nature, date, time and general location of each fire. The fire log entry, or an addition to an entry, shall be made within two business days of the receipt of information. The fire log for the most recent 60-day period shall be open to public inspection during normal business hours. Any portion of the log older than 60 days will be available within two business days of a request for public inspection.

II. Residence Hall and Apartment Fire Drills

Fire drills are held once a semester for each residential facility. Fire drills are mandatory, supervised evacuations of a building for a fire. The fire drill is scheduled with the Department of Campus Safety and Residential Life.

Students who fail to leave the building drill are fined and the incident is turned over to the campus judicial system.

III. Fire and Life Safety Education

All first year students receive on-line fire safety training before arriving at Gustavus and during their orientation period at the beginning of the academic school year.

Additional training is provided to all residents by the Residential Life staff at the beginning of the academic school year.

The Campus Safety website and this publication serve as an additional resource material for educating the entire campus community.

IV. Fire Safety Improvements and Upgrades

Gustavus Adolphus College annually reviews the fire systems in our residential facilities and will make upgrades, repairs or revisions when problems are identified.

On-Campus Housing Facilities Fire Safety Systems

The table below lists the safety systems in place at each of the residence halls, apartment buildings, and on-campus houses at Gustavus Adolphus College.

Residence Halls Apartment Buildings ILS Houses	Sprinkled	Smoke Alarms Single Station not Monitored (Operate Independently of Building Fire Alarm System)	Smoke Detectors Monitored by Building Fire Alarm System	Fire Extinguisher Devices	Evacuation Plans/Placards	Number of evacuation (fire) drills each academic year
Adolphson House	Yes	Yes	Yes	Yes	Yes	2
Johnson House	Yes	Yes	Yes	Yes	Yes	2
Lundgren House	Yes	Yes	Yes	Yes	Yes	2
Peterson House	Yes	Yes	Yes	Yes	Yes	2
Sjostrom House	Yes	Yes	Yes	Yes	Yes	2
Ten-O-Nine House	Yes	Yes	Yes	Yes	Yes	2
Walker House	Yes	Yes	Yes	Yes	Yes	2
Arbor View Apartments	Yes	Yes	Yes	Yes	Yes	2
Carlson International Center	Yes	Yes	Yes	Yes	Yes	2
College View Apartments	Yes	Yes	Yes	Yes	Yes	2
Gibbs Hall	Yes	Yes	Yes	Yes	Yes	2
Norelius Hall	Yes	Yes	Yes	Yes	Yes	2
North Hall	Yes	Yes	Yes	Yes	Yes	2
Pittman Hall	Yes	Yes	Yes	Yes	Yes	2
Prairie View Hall	Yes	Yes	Yes	Yes	Yes	2
Rundstrom Hall	Yes	Yes	Yes	Yes	Yes	2
Sohre Hall	Yes	Yes	Yes	Yes	Yes	2
Sorensen Hall	Yes	Yes	Yes	Yes	Yes	2
Southwest Hall	Yes	Yes	Yes	Yes	Yes	2
Uhler Hall	Yes	Yes	Yes	Yes	Yes	2

V. Fire Safety Regulations

A. Candles/Flammable Materials/Incense

Candles, incense, oil lamps, etc., (generally anything utilizing a wick or flame or consuming flammable material, including such things as decorative candles, potpourri simmer pots, and Sterno cans), are NOT allowed in residence hall rooms, College owned apartments or houses. Violations are subject to citations and/or other disciplinary action. Storage of volatile materials or other flammables (e.g., gasoline) is likewise not permitted.

B. Electrical Appliances

Students may utilize electrical appliances in residence halls such as: radio, tape recorder, television, personal computer, record/CD player, pop-up toasters, electric coffee pot, personal lamp, popcorn popper (in student rooms only), fan, shaver, portable hair dryer, other personal care appliances, clock, microwave oven, and compact refrigerator (see "Microwave Ovens" and "Refrigerators" sections for detailed information on restrictions). Heating or cooking appliances with open coils, hot plates, air conditioners, sun lamps, hot tubs, and electric blankets may not be used in student rooms. Torchiere lamps, either halogen or incandescent, are permitted for use in residence halls ONLY with an approved safety cage covering. (This policy was revised in response to published safety concerns.)

Violations for illegal appliances are issued as citations.

Electric extension cords are not to be used in a manner that may create a fire hazard (such as running a cord under a rug/carpet or in a place where the insulation may be worn out). Students are cautioned to be very careful with electrical appliances and extension cords. Tampering with electrical systems (e.g., installing dimmer switches, ceiling fans, etc., or altering wiring) is prohibited for the safety of all residents and the general upkeep of the building.

C. Fire Safety: Evacuation Instructions

All students and guests are expected to respond appropriately whenever a fire alarm is sounded. Each person is expected to observe the fire safety guidelines. Violations are issued as citations. Whenever an alarm is sounded: 1) leave lights on in the room; 2) close and lock the door; 3) all individuals must leave the building using the nearest exit; 4) remain outside until the staff gives the all-clear sign. Failure to leave the building during the sounding of a fire alarm is a violation of both state and College codes. Violations are issued as citations.

D. Fire Safety Equipment

Fire extinguishers, fire alarms, smoke detectors, sprinklers, and other fire and safety equipment are placed in the halls for the safety of the residents in the

building. Misuse of fire and safety equipment is a serious violation of both state and College codes.

VI. Fire Marshal's Directives: The College is concerned about the safety and welfare of the students living in the residence halls and has both a legal and moral responsibility to see that the State Fire Marshal's directives are met. Gustavus cannot and will not play games with fire and safety standards, policies, and procedures. The intent of these directives is very clear: to make Gustavus residence halls as safe as possible. Students may not do anything or keep anything in the residence halls that will increase the risk of fire or explosion or that is contrary to the directives of the State Fire Marshal's office or the terms of the College's insurance policies. Misuse of fire and safety equipment including, but not limited to, fire extinguishers and fire alarms is a violation of both College regulations and state laws. The State Fire Marshal's Office has notified Gustavus Adolphus College that the following cannot be allowed in students' rooms.

- A. Carpeting and Carpet Pad:** Carpeting and carpet pads are permitted. Due to the concern of fires, all carpet and pad must be cut to allow the door to open freely.
- B. Construction or Modification that Increases the Risk of Fire or Decreases Safety** (paneling, platforms, wood floors, and other projects that make use of wood or other flammable materials): The Deputy State Fire Marshal has okayed the bunking of beds using a minimum of 2x4s and 4x4s. Barn board, paneling, 1x12s, platforms, plywood, particleboard, etc., is allowed. If students choose to loft their beds, they are to use the bed frame and must not set the mattresses on a plywood platform. Use of wood and other flammables **MUST** be kept to an absolute minimum.
- C. Door Obstructions:** Doors must be able to easily open to their full capacity. There must be a clear and easy exit from each room that may be readily located in the case of fire, smoke, sleepiness, intoxication, darkness, or the confusion of an actual emergency.
- D. Flammable Materials Hanging from or Draped Across Ceilings:** The Deputy Fire Marshal has specifically banned any and all flammable materials hanging or draped from the ceiling, including hanging room dividers (whether hanging from the ceiling or suspended below it). He has agreed to allow wall hangings (flat against the wall) but has suggested these be made of a fire resistant material.
- E. Residential Sprinkling System:** The residence hall hallways and each room contain sprinklers that will activate either through the presence of fire or misuse. Should a student set off the sprinkler system, as a result of misuse whether within or outside their room, s/he will be held liable for all damages, plus a \$700 fine.

Residents violating these directives are legally liable for both civil and criminal negligence should a fire or other related problems occur. Additionally, should

the College discover violations, the student(s) responsible are subject to formal disciplinary action.

VII. Smoking Policy: Gustavus Adolphus College prohibits smoking in any of the campus facilities.

All public facilities at Gustavus, including residence hall rooms, corridors, and lounges, are designated “tobacco-free” as provided by Minnesota’s Clean Air Act. Use of tobacco is NOT permitted within student rooms anywhere on campus. Students who smoke or use chewing tobacco may live in any residence hall (except Prairie View and Norelius A Tower and Norelius Section 1C) but must smoke/use “chew” outside the residence hall. “Butt stops” are provided outside each campus building for smokers to utilize in disposing of cigarette butts.

VIII. Fire/Life Safety Inspections: Throughout the academic school year, a residence life staff person will do a fire/life inspection of your room. Should a violation be found, you will receive a letter indicating what the violation was, and you will be expected to immediately comply. If the violations have not been corrected after an unannounced re-inspection, you and/or your roommate will be fined and will be subject to disciplinary action.

Some common violations are as follows:

- Extension cords and multi-tap electric units without a breaker
- Items stored closer than 18 inches from a sprinkler head
- Blocking of electrical panels
- Blocking of egress (exit) pathways
- Evidence of burning of candles, incense, or tobacco products
- Evidence of cooking; or cooking appliances, even if unused
- Evidence of a heavy load of combustibles in a room, on the walls, or ceiling
- Covering a door with paper or other combustible material
- Use of electrical wiring, devices, appliances that are modified or damaged
- Use of portable heater
- Tampered with smoke detector
- Use of halogen lamp/lighting
- Unsafe lofting or raising of beds - including rooms with no guardrails
- Strings of lights, twinkle lights, and holiday lights
- Any other situation deemed unsafe by the staff inspector