

Crime Awareness and Campus Security Act

The following statements are required to be distributed to all students and employees of Middlesex Community College by provisions of the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act and the Connecticut Campus Safety Act.

A. Policy for Reporting Crimes and Other Emergencies

It is the policy of Middlesex Community College that all incidents of criminal action or other emergencies occurring on campus be reported to one of the following offices:

- The Office of the Dean of Administrative Services: 860.343.5731;
- The Office of the Director of Human Resources: 860.343.5751;
- The Office of the Dean of Academics: 860.343.5706;
- The Office of the Dean of Students: 860.343.5759;
- The Office of the President: 860.343.5703;
- Middletown Campus Security
 - ◆ Security Cell Phone: 860.463.5062
 - ◆ Lower Parking Lot Guard Hut: 860.343.6904
 - ◆ Upper Parking Lot Guard Hut: 860.343.6905
- Pick up any Red Emergency Phone (Located in Chapman, Snow and Wheaton Halls)
- Use the outdoor Blue Light Emergency Phone (Located in upper lot by Snow Hall; Lower lot between Chapman and Founders Halls)
- Meriden Center Campus Security: 203.608.3018

The College will assess the seriousness of all reported incidents and take appropriate action to protect the person and property of students, employees and guests. In the case of allegations of serious criminal acts, the College will seek the assistance of police authorities. Serious criminal acts include but are not limited to murder, rape or other sexual offenses, robbery, aggravated assault, arson, domestic violence, burglary, motor vehicle theft and hate crimes.

B. Timely Warnings Policy

In the event that a situation arises, either on or off campus, that is judged by the Dean of Administrative Services to constitute an ongoing or continuing threat, a campus wide "timely warning" will be issued. This warning will be issued through any one or combination of the following: multiple personal devices for those who have registered through the myCommnet Alert System, our website, social media, local television stations, local radio stations, our telephone PA system and a recorded message can be heard by calling the main number of the College.

- Middletown Campus: 860.343.5800
- Meriden Campus: 203.608.3000

In the case of an *early release*, an e-mail, text message and a voice mail message will be sent to MxCC employees. An e-mail and text message will also be sent to MxCC students.

Anyone with information warranting a timely warning should report the circumstances to the Dean of Administrative Services by calling 860.343.5731 or in person at Founders Hall room 108.

C. Campus Access Policy

Middlesex Community College is committed to free access to campus facilities by students and staff consistent with personal safety and preservation of personal property.

Please note that no one should be in the buildings during hours the College is normally closed unless specifically authorized to do so by the Dean of Administrative Services. Failure to request access off-hours prior to the requested time of access may result in delay or denial of access.

Normal College operating hours of the Middletown Campus are:

- Monday – Thursday Snow, Wheaton and Chapman: 7:30 a.m. – 10:00 p.m.
 Founders: 7:30 a.m. - 7:00 p.m.*
- Friday 7:30 a.m. – 5:00 p.m.
- Saturday Follows course and event schedules
- Sunday Campus closed

*Note: Founders Hall will stay open late during registration days, the start of the fall and spring semesters and other circumstances that would yield extended services.

Normal College operating hours of the Meriden Center are:

1. Monday/Wednesday 7:30 a.m. – 9:45 p.m.
2. Tuesday/Thursday/Friday 7:30 a.m. – 4:30 p.m.
3. Saturday and Sunday Closed

The Meriden Center has reduced hours during the Summer Semester and Intersessions.

It is possible that the campus or specific buildings may be closed at other times due to emergency situations. During those closures faculty and staff should not expect access to the campus or affected buildings.

At times other than normal hours of operation, access to all College facilities is by admittance by the security officer upon being presented a valid staff identification card and approval from the Dean of Administrative Services or their designee. Employees desiring access to buildings at times other than normal hours of operation are requested to notify the Dean of Administrative Services prior to their planned visit. Also, any employee with an issued key must check in with the security officer prior to entering the building and upon departure from the campus. Staff members are encouraged not to be in the buildings alone during non-business hours.

D. Campus Security Authority

The College campus security both at the Middletown campus and at the Meriden Center is provided by Allied Barton Security Services. The College's security staff does not have arrest authority. If an incident is of a criminal nature, it should be reported immediately to State Police who will conduct an investigation.

E. Campus Security Policies and Prompt Reporting

The College campus security procedures and practices can be found in the Employee Policies and Procedures Manual for staff and faculty, as well as in each classroom, conference room and workspace in the College's red and white Emergency Guide permanently affixed to the wall and on the College Website. Students and employees are encouraged to report situations and conditions which may compromise security and to be conscious of the need for mutual vigilance. Annual campus crime reports are on file in the office of the Dean of Administrative Services. Campus Security Policies include:

REPORTING AN EMERGENCY

In case of a medical, fire or police emergency, call 911.

Use the method that is most accessible to you – your personal cell phone, any College phone or use any outdoor Blue Light Emergency Phone. There are two Blue Light Emergency Phones at the main campus in Middletown – one in the upper parking lot by Snow Hall and one in the lower parking lot between Chapman and Founders Halls. You can also use a red emergency phone; *however these calls do not roll to 911.* Simply pick up the phone and it will ring. Red emergency phones are located in Snow, Wheaton and Chapman Halls and will connect to a staff member or security guard who can call 911.

- 1) ***Non-medical emergencies*** such as fire, violent intruder, chemical problem, threatening behavior, etc.: after calling 911, dial x46366 to report the emergency to management.
- 2) ***Medical emergencies:*** after calling 911, call the *Medical Emergency Hotline*.
Middletown Campus – Hotline is x46377
Meriden Center – Hotline is x46333

The *Medical Emergency Hotline* will connect to a member who can assist with First Aid, CPR and use of the AED until 911 responders arrive.

When calling, provide:

- your name;
- your location and telephone number;
- the nature of the emergency; and
- the location of emergency.

Stay on the line until the person answering the phone ends the communication.

An Incident Report must be completed and submitted to the Dean of Administrative Services. The Incident Report can be found on the P/Drive in the Policies folder and on our website in the Forms Depot.

ACTIONS IN AN EMERGENCY

DO:

- Call for help, provide assistance to the best of your ability and use your judgment.
- Become familiar with the exit plan posted in each room and know where the nearest exit is.
- If an emergency alarm sounds, leave the building immediately. Do not assume it is a drill or a mistake.
- Assist those that may need help in evacuating. There are evacuation chairs near the elevators and emergency stairways.
 - Middletown Campus: Go behind the outdoor Evacuation signs.
 - *Those in Snow Hall and Wheaton Hall* should evacuate behind the sign located up on the small hill between Snow Hall and the maintenance garage.*
 - *Those in Chapman Hall and Founders Hall* should evacuate behind the sign that is located between the lower parking lot and Founders Hall.*
 - * However in case of heavy snow or icy conditions, go to a safe open area in proximity to the signs and await instructions from emergency personnel.
 - Meriden Center: Assemble at least 500 feet from the building or as directed by emergency personnel.

DON'T:

- Don't try to save College or personal property. Always value life over objects.
- Don't use elevators in emergency situations. For people with mobility issues, there is an evacuation chair in each building near the elevator or the emergency exit stairway.
- Don't use phones for other reasons than to deal with the emergency.
- Don't endanger your life or the lives of others by not responding to alarms or directions.

COLLEGE CLOSINGS, DELAYED OPENINGS OR EARLY RELEASE DUE TO EMERGENCIES OR INCLEMENT

WEATHER

College closings, delayed openings or early release will be conveyed to the College Community via multiple personal devices for those who have registered through the myCommnet Alert System, our website, social media, local television stations, local radio stations and a recorded message that can be heard by calling the main number of the College.

- Middletown Campus: 860.343.5800
- Meriden Campus: 203.608.3000

In the case of an *early release*, an e-mail, text message and a voice mail message will be sent to MxCC employees. An e-mail and text message also will be sent to MxCC students.

CHEMICAL EXPOSURE/ACCIDENTS

If you detect a chemical spill, smell fumes or gas, or see vapor, immediately do the following:

- Evacuate affected area.
- Close the door to the affected area.
- Post a sign warning of the danger on the door.
- Leave the area immediately.
- Report the situation as described in, "Reporting an Emergency."
- Do not use any electrical devices, including cellular phones, in the affected area.
- Do not turn on or turn off light switches.

MEDICAL EMERGENCIES

- Call 911.
- Provide comfort and assistance that is consistent with your knowledge and training. Do not move the person unless it is necessary for his or her safety.
- After calling 911:
 - If the emergency is at the **Middletown Campus**, dial x46377 for the Medical Emergency Response Team Hotline.
 - If the emergency is at the **Meriden Center**, dial x46333 for the Medical Emergency Response Team Hotline.

MERT members can assist with First Aid, CPR and use of the AED until 911 responders arrive.

1. Stay with the person until help has arrived.
2. Report the situation as described in "Reporting an Emergency."

AED Locations

Middletown Campus

1. Chapman Hall – Main level, in the rotunda near the entry-way to the library.
2. Founders Hall – in the CICC Office.
3. Snow Hall – First floor, to the right of the entry-way double doors.
4. Wheaton Hall – First floor, to the right of the entry-way double doors.

Meriden Center – First floor, Community Room, room 102.

FIRE EMERGENCIES

When a fire alarm sounds or you are directed to evacuate, you should immediately leave the building.

If you discover either smoke or fire and a fire alarm has not yet been activated, pull the nearest fire alarm. Then immediately evacuate the building.

Individuals with disabilities may be assisted out of the building by those who are willing and able to help.

Other points to remember in a fire emergency:

- If there is smoke in the room or in the hallway stay low to the floor.
- If the door knob or door feels hot, do not open it.
- If the door feels okay, open it slowly to check for smoke or flames in the hallway.
- If you are trapped in a room, open the windows for air and hang something out the window to attract attention.
- Do not use elevators. For people with mobility issues, there is an evacuation chair in each building near the top of the stairs.

VIOLENT OR THREATENING BEHAVIOR

Effective handling of threatening or violent individuals requires you to use good judgment and common sense. As each situation can be different you must assess the circumstances and gear your actions accordingly. Above all, get help by calling 911. For specific situations, the following may be helpful:

- **When confronted with an angry or hostile individual:**
 - Stay calm.
 - Listen attentively and maintain eye contact.
 - Be courteous and patient, but try to keep the situation under control by expressing a willingness to sit and calmly discuss the matter with the individual.
- **When confronted with a person shouting, swearing, threatening violence, or engaging in bizarre or dangerous behavior:**
 - Stay calm.
 - Be courteous, and patient, but maintain your distance from the individual.
 - Signal to someone else that 911 should be called. Do not call for help yourself if the individual is directly confronting you.
- **When confronted by someone with a gun, knife or other weapon:**
 - Stay calm (to the best of your ability).
 - Never try to grab the weapon.
 - Signal to someone else that 911 should be called. Do not call for help yourself if the individual is directly confronting you.
 - Have that person call 911 or pick up the red emergency phone to request assistance.
 - Be courteous and patient. Keep talking, but follow the instructions from the person who has the weapon. Stall for time, but do not risk harm to yourself or others.
 - Watch for a safe chance to escape to a safe area. Take direction from the police or other security personnel once they arrive on the scene.

Report the situation as described above in “Reporting an Emergency.”

EMOTIONAL EMERGENCIES

An emotional emergency is one in which you feel the person may be in danger of hurting him or herself or others, or a situation where the person is extremely disorientated or confused. You may suspect any one of the following:

- Possibility of drug overdose.
- Possibility of a suicide attempt.
- Severe emotional disorder, e.g. withdrawal, violent outburst, or extreme disorientation.
- Suspicion of being under the influence of alcohol or drugs.

If the behavior is of sufficient concern or is disruptive call 911. Stay with the person until help has arrived. Report the situation as described above in “Reporting an Emergency.”

POWER OUTAGES

In the event of a power outage in your area:

- Contact the Maintenance Department at extension 35864 or the Dean of Administrative Services at extension 35731.
- Allow Maintenance 15 minutes to determine if the problem is campus wide or local. You will be notified of what actions to take.
- You will be advised if the campus is to be closed. If so, everyone – including those involved in responding to the emergency – should leave campus. If the campus will remain closed, announcements will be sent via text and made on local network TV/radio stations. The college website and telephone system will be updated.

TELEPHONE PA ANNOUNCEMENTS

The College has the ability to broadcast PA (Public Address) announcements through our telephone speakers. This equipment can be utilized for emergency broadcasts or other instances if necessary.

If a PA is announced, follow the instructions given.

The College has four pre-recorded emergency broadcast templates available. They are:

1. **Secure Campus** – (Threat from Outside)
 - A. Stay inside OR if you are outside, go inside.
 - B. Close all windows and blinds.
 - C. Close and lock doors.
 - D. Continue normal academic and office activities until notified.
2. **Shelter in Place** – (Threat of Airborne Hazardous Materials, Toxic Smoke or Nuclear Material)
 - A. Close all windows.
 - B. Close and lock doors.
 - C. Shut down HVAC and Air Handlers.
 - D. Close all vents to the outside.

E. Await further information or evacuation instructions.

3. **Lockdown** – (Protect Employees and Students from a Violent Intruder or other Situation Requiring Safety in a Secure Space.)
 - A. Close and lock doors and windows.
 - B. Turn off lights.
 - C. Move to a part of the room that cannot be seen from the door.
 - D. Remain quiet.
 - E. If Fire Alarm sounds, do not evacuate.
 - F. Wait for instructions.

4. **Evacuation** – (Required to Leave Building due to Fire, Threat or Chemical Hazard)
 - A. Close doors.
 - B. Exit the building by the nearest and safest exit.
 - C. Gather at designated evacuation area.
 - D. Await further instructions.

BOMB THREATS

If you receive a bomb threat, follow these guidelines:

- Write out the complete message in its entirety; every word can be important.

- If the caller's phone number is displayed, write down the number.

- Get the date, time and the place of where the bomb will detonate and any other specifics the caller may give.

- Take note of the caller's voice, male/female, accent, tone, manner, background noises, etc.

- Immediately report the threat to the Dean of Administrative Services at extension 35731.

If you come into contact with a suspicious object or potential bomb on campus, do not handle. Clear the area immediately and notify the Dean of Administrative Services at extension 35731.

F. Crime Prevention Programs

The College has no formal programs regarding crime prevention. A common theme of crime awareness and prevention is to encourage students and employees to be aware of their responsibility for their own security and the security of others. Students and employees are encouraged to be vigilant and to report activities that are suspicious in nature.

Crime statistics for the last three years (2013, 2014, 2015) as reported to the U.S. Department of Education on an annual basis can be found at <http://ope.ed.gov/security/> as well as below.

Clery Act Crime Statistics :
Middlesex Community College, Connecticut
2013, 2014, 2015

Key for Sites: OC = On Campus Crime PP = Public Property that borders the property of each campus

Offense	Main Campus, 100 Training Hill						Meriden Center						Precision Manufacturing Institute						Westbrook High School		
	2013		2014		2015		2013		2014		2015		2013		2014		2015*		2013	2014	2015
	OC	PP	OC	PP	OC	PP	OC	PP	OC	PP	OC	PP	OC	PP	OC	PP	OC	PP	OC	OC	OC
1	0	0	0	0	0	0	-	-	0	0	0	0	-	-	0	0	0	0	0	0	N/A
2	0	0	0	0	0	0	-	-	0	0	0	0	-	-	0	0	0	0	0	0	N/A
3	0	0	:	:	:	:	-	-	:	:	:	:	-	-	:	:	:	:	0	:	N/A
4	0	0	:	:	:	:	-	-	:	:	:	:	-	-	:	:	:	:	0	:	N/A
5	~	~	~	~	0	0	-	-	~	~	0	0	-	-	~	~	0	0	~	~	N/A
6	~	~	~	~	0	0	-	-	~	~	0	0	-	-	~	~	0	0	~	~	N/A
7	~	~	~	~	0	0	-	-	~	~	0	0	-	-	~	~	0	0	~	~	N/A
8	~	~	~	~	0	0	-	-	~	~	0	0	-	-	~	~	0	0	~	~	N/A
9	0	0	0	0	0	0	-	-	0	0	0	0	-	-	0	0	0	0	0	0	N/A
10	0	0	0	0	0	0	-	-	0	1	0	0	-	-	0	0	0	0	0	0	N/A
11	2	0	0	0	0	0	-	-	0	0	0	0	-	-	0	0	0	0	0	0	N/A
12	0	0	0	0	0	0	-	-	0	0	0	0	-	-	0	0	0	0	0	0	N/A
13	0	0	0	0	0	0	-	-	0	0	0	0	-	-	0	0	0	0	0	0	N/A
14	~	~	~	~	1	0	-	-	~	~	0	0	-	-	~	~	0	0	~	~	N/A
15	~	~	~	~	0	0	-	-	~	~	0	0	-	-	~	~	0	0	~	~	N/A
16	~	~	~	~	0	0	-	-	~	~	0	0	-	-	~	~	0	0	~	~	N/A
17	0	0	0	0	0	0	-	-	0	0	0	0	-	-	0	0	0	0	0	0	N/A
18	0	0	0	0	0	0	-	-	0	0	0	0	-	-	0	0	0	0	0	0	N/A
19	0	0	0	0	0	0	-	-	0	2	0	0	-	-	0	0	0	0	0	0	N/A
20	0	0	0	0	0	0	-	-	0	0	0	0	-	-	0	0	0	0	0	0	N/A
21	0	0	0	0	0	0	-	-	0	0	0	0	-	-	0	0	0	0	0	0	N/A
22	0	0	0	0	0	0	-	-	0	0	0	0	-	-	0	0	0	0	0	0	N/A

- A colon [:] indicates that as of the 2015 data collection, statistics for Forcible Sex Offenses and Non-forcible Sex Offenses are no longer collected.
- A tilde (~) indicates that data collection did not take place prior to 2015 for these offenses.
- An asterisk (*) indicates that the facility was not in use after the Spring 2015 semester.
- N/A indicates the facility is no longer being used by MXCC.

Key for Offenses

- 1 – Murder/Non-Negligent Manslaughter
- 2 – Negligent Manslaughter
- 3 – Sex Offenses, Forcible
- 4 – Sex Offenses, Non-Forcible
- 5 – Rape
- 6 – Fondling
- 7 - Incest
- 8 – Statutory Rape
- 9 – Robbery
- 10 – Aggravated Assault
- 11 – Burglary
- 12 – Motor Vehicle Theft
- 13 – Arson
- 14 – Domestic Violence
- 15 – Dating Violence
- 16 – Stalking
- 17 – Arrests: Weapons, Carrying, Possession, etc.
- 18 – Disciplinary Referrals: Weapons: Carrying, Possessing, etc.
- 19 – Arrests: Drug Abuse Violations
- 20 – Disciplinary Referrals: Drug Abuse Violations
- 21 – Arrests: Liquor Law Violations
- 22 – Disciplinary Referrals: Liquor Law Violations

The College is also required to monitor and report hate crimes. There have been no arrests on campus related to hate crimes for the above cited time periods.

These annual reports are available for inspection in the Office of the Dean of Administrative Services, Room 108 Founders Hall.

G. Policy Statement Addressing Counselors

Middlesex Community College does not employ pastoral or professional counselors to provide therapeutic services.

H. Policy Statement Addressing Criminal Activity Off-Campus

There are no recognized off-campus student organizations; therefore there is no policy for monitoring criminal activity at off-campus organizations.

I. Policy on Drugs and Alcohol in the Community Colleges, Board of Trustees Policy 4.15

Drugs and Alcohol in the Community Colleges

The Board of Trustees of Community - Technical Colleges, endorses the statement of the network of colleges and universities committed to the elimination of drug and alcohol abuse, which is based on the following premise:

American society is harmed in many ways by the abuse of alcohol and other drugs-decreased productivity, serious health problems, breakdown of the family structure, and strained social resources. Problems of illicit use and abuse of substances have a pervasive effect upon many segments of society - all socio-economic groups, all age levels and even the unborn. Education and learning are especially impaired by alcohol abuse and illicit drug use. (Statement of the Network of Colleges and Universities Committed to the Elimination of Drug and Alcohol Abuse)

The Board recognizes that education regarding alcohol and substance abuse is an appropriate and even necessary part of contemporary college life. Since the unauthorized use of controlled substances, in addition to the potential harmful effect it may have on students and employees, is contrary to state and federal law and regulation, it must be prohibited in any college activity, on or off the college campus.

Because the conditions of alcohol and drug dependency may be considered disabilities or handicaps under state and federal law and regulation and Board of Trustees' policy, employees and students will not be discriminated against because they have these disabilities. All students and employees are considered to be responsible for their actions and their conduct.

These provisions shall apply to all colleges under the jurisdiction of the Board:

1. No student or employee shall knowingly possess, use, distribute, transmit, sell or be under the influence of any controlled substance on the College campus or off the College campus at a college-sponsored activity,

function or event. Use or possession of a drug authorized by a medical prescription from a registered physician shall not be in violation of this provision.

2. All colleges shall develop and enforce policies regarding the sale, distribution, possession or consumption of alcoholic beverages on campus, subject to state and federal law. Consistent with previous Board policy, the consumption of alcoholic beverages on campus may be authorized by the president subject to the following conditions, as appropriate:
 - a. When a temporary permit for the sale of alcoholic beverages has been obtained and dram shop act insurance has been purchased;
 - b. When a college permit has been obtained;
 - c. When students bring their own beverages; and
 - d. When alcoholic beverages are provided by a student organization and no fee is charged for attendance or for said beverages.
3. All colleges shall provide educational programs on the abuse of alcohol and other drugs and a referral for assistance for students and employees who seek it. Colleges are encouraged to establish campus-wide committees to assist in the development of these programs in response to particular campus needs and identification of referral resources in their respective service planning regions.
4. This policy shall be published in all college catalogs, faculty and staff manuals and other appropriate literature.
5. Failure to comply with this policy will result in invocation of the appropriate disciplinary procedure and may result in separation from the college and referral to the appropriate authorities for prosecution. (Adopted November 20, 1989)

Middlesex Community College adheres to the above cited Board of Trustees' Policy regarding alcohol and drugs. Currently there are no programs in place to educate students regarding alcohol and drug abuse. There is literature available from Student Services regarding these topics. Individuals seeking assistance with substance abuse problems are provided information as to where professional help is available. Additionally, the College has established the following procedure regarding requests for the service of alcoholic beverages on campus:

Any request to serve alcoholic beverages must be consistent with the Board of Trustees for Community-Technical Colleges' Policy 4.15.

1. The request must be submitted in writing to the Dean of Administrative Services at least four (4) weeks in advance of the event.
2. If the sale of alcohol is being solicited, the request must demonstrate that a temporary permit for the sale of alcoholic beverages will be obtained and dram shop act insurance will be purchased.
3. A paragraph in the request must describe how alcohol will only be made available to legal age students and/or guests. This includes student bringing their own alcoholic beverages, or beverages being provided free when purchased by a student organization or other group.
4. The request must include a plan for a visible education program display or presentation urging responsible drinking of alcoholic beverages during the event.
5. Once the Dean of Administrative Services has reviewed the request for all necessary compliance, the request will be forwarded to the President for final decision. Final approval can only be granted by the President.

Note: Under no conditions will alcoholic beverages be purchased for consumption with monies from the General or Operating funds of the College.

Alcoholic beverages may not be consumed on College premises except by those over 21 years of age at approved College social functions. Such functions are held in compliance with State law and the Board of Trustees Policy.

No student or employee shall knowingly possess, use, distribute, transmit, sell or be under the influence of any controlled substance while at the College. The College is committed to the enforcement of federal and state drug laws.

J. Policy Statement Addressing Sex Offenses

The College offers a variety of programs throughout the academic year designed to educate the student community about sexual assaults and date rape. In the 2014-15 academic year the College used Haven, an instructional program about sexual harassment and sexual assault, for students and employees. This year the College will use a similar program. The College also provides literature to students regarding measures they can take to guard against sexual assaults and date rape. This literature is provided to students as part of their New Student Orientation materials and is also available in student gathering places throughout campus, in various offices such as the Dean of Students Office and the Student Activities Office, and in the department offices located in the classroom buildings.

If you are a victim of a sexual assault at this College, your first priority should be to get to a place of safety.

Other measures you may wish to pursue:

- Call 911.
 - ♦ When calling 911, use *the method that is most accessible to you* – your personal cell phone, any College phone, or use an outdoor Blue Light Emergency Phone. There are two Blue Light Emergency Phones at the main campus in Middletown – one in the upper parking lot by Snow Hall and one in the lower parking lot between Chapman and Founders Halls.
 - ♦ Understand that calling 911 does not require you to file a report with the police.
- Call MxCC Security at 860.463.5062.
- Use any of the red emergency phones, located in Snow, Wheaton and Chapman Halls, to contact MxCC Security.
- Seek medical attention.

An assault may be reported to any faculty or staff member of the College. Informing faculty or a staff member of the incident does not mean someone has to be charged with a crime. It does mean that a victim will be offered compassionate care from a member of our campus community who will be able to provide resources to

students or employees who have been sexually assaulted. Filing an official report with the College will not subject the reported victim to scrutiny or judgmental opinions from College officials.

If the accused person is another student, the reported victim of sexual assault may choose for the investigation to be pursued through the criminal justice system and the College's student conduct system or either one separately. If the accused person is an employee of the College, the reported victim may choose for the investigation to be pursued through the criminal justice system and/or the College's employee conduct investigatory procedures.

The Dean of Students, the Director of Human Resources, or another appropriately trained staff member of the College will guide the reported victim through the available options and support the reported victim in his or her decisions. Various counseling options and support services are available in the community.

College student conduct proceedings, as well as the Board of Regents guidelines for cases involving sexual misconduct, are detailed in the Student Handbook. The Handbook provides, in part, that the accused student and the reported victim will each be allowed to bring a person of their choice to accompany them throughout the hearing. A student found to have violated a policy or rule regarding sexual misconduct may be suspended or expelled from the College for the first offense in addition to being criminally prosecuted in the courts. Those students who report they are a victim of sexual assault have the option to request a change in their academic situations after a reported sexual assault, if such changes are reasonably available.

K. Policy Statement Addressing Sex Offender Registration

The Campus Sex Crimes Prevention Act of 2000 requires institutions of higher education to issue a statement advising the campus community where law enforcement information provided by a State concerning registered sex offenders may be obtained. It also requires sex offenders to register in a State to provide notice to each institution of higher education in that State at which the person is employed, carries on a vocation or is a student.

In the State of Connecticut, convicted sex offenders must register with the Sex Offender Registry maintained by the Connecticut Department of Emergency Services and Public Protection, Division of State Police, Sex Offender Registry Unit, pursuant to Connecticut General Statutes 54-250. The Sex Offender Registry information provided under this law is intended to be used for such purposes as the administration of criminal justice, screening of current or prospective employees and volunteers or otherwise for the protection of the public in general and children in particular. Unlawful use of the information for the purposes of intimidating or harassing another is prohibited and a willful violation shall be punishable as provided by law.

The Connecticut Sex Offender Registry may be accessed on the Connecticut State Police website through the following: <http://www.ct.gov/dps/site/default.asp>. Registry information is also available at local police departments.