

LUX ET SPES



# STONEHILL COLLEGE

**Fall 2018**

Annual Security and Fire Safety Report



## Message from the Chief

This booklet is designed to share essential information about the Stonehill College Police Department and the services that we provide to the campus community. As a Department of 21 law enforcement professionals who are all certified Special State Police Officers, we are committed to community-orientated policing and to delivering a wide range of police services twenty-four hours day, seven days a week to everyone who lives and works here, as well as our many guests and visitors.

Our mission is to enhance the overall quality of life at Stonehill and to foster a safe, secure campus for the entire community to enjoy. Protecting our students, faculty and staff is our top priority. Through our patrols, on foot, on bikes and in vehicles, we maintain a high-profile on campus and work constantly to deter crime and the opportunities for it.

We have a record of building strong partnerships with all members of our community. These partnerships promote an opportunity for education in such areas as Crime Prevention, Rape Aggression Defense Training, Identity Theft, and Personal Protection. We also host a Citizen's Police Academy where community members learn in greater detail about our operating philosophy and challenges. In addition, we encourage everyone to operate on the principle of "See It, Hear It, and Report It" when encountering suspicious persons or witnessing suspicious activities on our campus.

Finally, I encourage you to review this booklet which offers more information on safety and security here on the Stonehill campus. Of course, please free to drop into our headquarters and review our website at: <http://www.stonehill.edu/offices-services/campus-police>. Welcome to this wonderful college and community and, in conclusion, let me add that, if you have questions or concerns, never hesitate to call me or any of our officers at 508-565-5100.

*Peter L Carnes*

Peter L. Carnes, Chief of Police  
Stonehill College Police Department



## **The Department of Campus Police and Safety**

Campus policing and safety is coordinated by the Stonehill College Police Department. The department is comprised of a Chief, two Lieutenants, three Sergeants, ten full time Police Officers and five Per Diem Police Officers. In addition, the department employs a full time and a part time Community Service Officer.

Campus Police Officers are armed and are commissioned in accordance with the provisions of Massachusetts General Laws Chapter 22C § 63. They have law enforcement authority, including the authority to make arrests. Campus Police Officers have jurisdiction in and upon lands or structures owned, used, or occupied by the College. Police Officers are graduates of a police academy conducted or sanctioned by the Massachusetts State Police and have met other requirements established by the Colonel of the Massachusetts State Police, such as annual training.

Community Service Officers (CSO's) serve the campus community by locking campus buildings, reporting safety and maintenance problems, monitoring the campus for suspicious people and activity and assisting with safety escorts. CSO's are not armed and do not have law enforcement or arrest authority.

The Campus Police Department is located on Donahue Hill Drive in the Brother James Madigan, C.S.C., Carriage House. The Campus Police Department is open 24 hours a day. Communications Officers (Police Dispatchers) answer business and emergency calls; dispatch police officers to emergencies and other calls for service; monitor fire, carbon monoxide, and intrusion alarms; view security cameras, and much more.

Administrative staff members and student workers perform clerical duties in the Communication Center. They also provide support to the Communications Officers by greeting visitors at the station, answering questions, issuing Stonehill ID cards and parking decals.



The Campus Police Department employs two part-time Gate House Attendants. These employees are stationed in the Campus Gate House, located at the Belmont Street entrance to the College. Gate

House Attendants greet visitors coming to the campus, provide campus maps, directions, and general information about the College.

The Campus Police Department is responsible for keeping the peace and enforcing public laws and college policies. Although the Campus Police Department performs a variety of services, its primary function is to protect the lives and property of community members and visitors to the campus. Police Officers are on duty 24 hours a day, 7 days a week, and they patrol the campus on foot, on mountain bikes, and in marked police vehicles.

Annual in-service training is provided to all campus police officers. Officers attend training in a wide variety of specialized topics such as alcohol and drug education, trauma informed sexual assault investigations, active shooter response, legal update classes, and many other subjects.

The Department maintains a close working relationship with the Easton Police Department and exchanges information relative to criminal activity. Stonehill College does not have any written or formal agreements (including written agreements for the investigation of criminal incidents) with local or state police.

Stonehill does not have any off-campus student organizations, such as fraternities or sororities that are officially recognized by the College. The College relies on its close working relationship with local law enforcement agencies to receive information about criminal incidents which involve Stonehill College students. Violations of law committed off campus by Stonehill College students, and brought to the attention of Stonehill College Campus Police Department, will be forwarded to the Dean of Students for review and potential action.

### **Access to Campus Facilities**

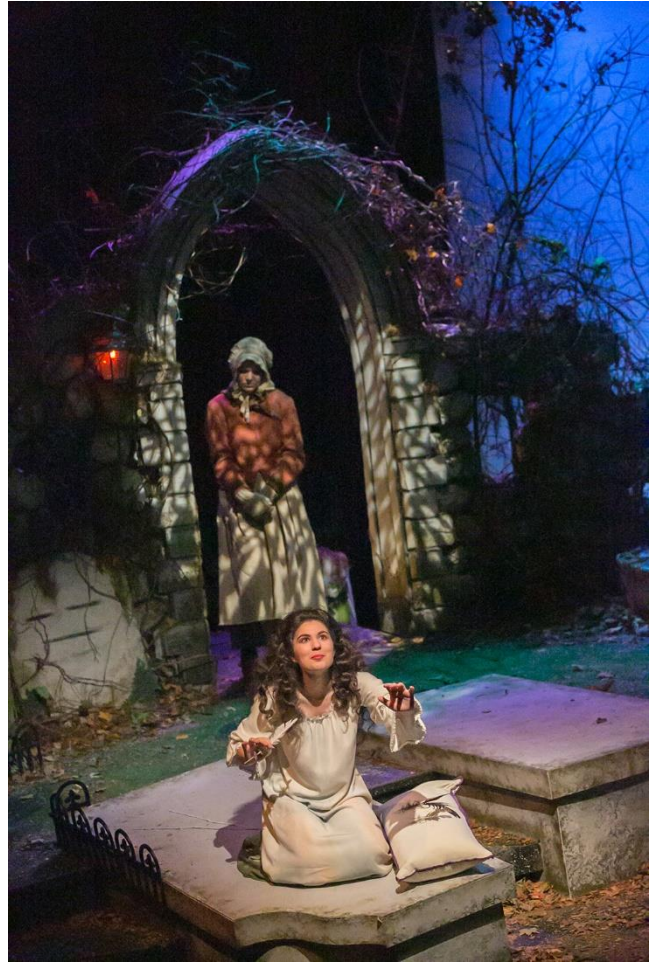
Academic, recreational, and administrative buildings are accessible to the Stonehill community Monday through Friday during routine business hours and during designated hours in the evening and on weekends. Access to residence halls is restricted by policy to students and their guests and to employees who live or work in the residence halls. During the summer months, guests enrolled in summer programs are housed in the residence halls.

Resident students are issued a Stonehill ID (Hill Card) and a key to their residence. The Hill Card allows access to their individual residence hall and the key unlocks the door to the student's individual room. Guests are permitted in the residence halls only when accompanied by their student host. We ask students and employees not to provide access or hold open a residence hall door for people they do not know. Students who see suspicious people or activity in a campus building are encouraged to call Campus Police.



Exterior doors to residence halls are locked 24 hours a day and intrusion alarms are installed on some of the exterior doors which are designated as emergency exit doors. Exterior doors may be unlocked at certain times to accommodate groups of students (or summer program guests) when they are moving in or out of the residence halls. Access to residence halls by college employees is on an as needed basis and is governed by access control procedures.

On Friday and Saturday nights during the academic year, between the hours of 6 p.m. and 4 a.m, the Washington Street entrance to the College is closed. A security check point is set up at the campus gatehouse and a security officer monitors access to the campus. Students are expected to pre-register their weekend guests via an automated computerized “Guest Registration” system by 5pm on Friday and Saturday. Anyone coming to campus should be prepared to present a valid photo ID to the Gate House officer. On occasions, the checkpoint may be delayed to accommodate guests coming to campus for an event which is open to the public, such as a football game or a performance in the Hemingway Theatre.



### **Maintenance and Security of Campus Facilities**

Stonehill College maintains a strong commitment to campus safety. Trees, bushes and other vegetation on campus are trimmed on a regular basis. During patrols, Police Officers and Community Service Officers report lighting and other deficiencies to the Facilities Management Department. Members of the community are also encouraged to report deficiencies to Campus Police at 508-565-5100 or Facilities Management at 508-565-1380.

Officers routinely patrol parking lots, roadways, walkways, and other public areas in marked police cruisers, on foot, and on mountain bikes. Community Service Officers and Police Officers lock the exterior doors of campus buildings each night. Some doors are set to lock automatically via an access control system. Door and lock deficiencies are reported to Facilities Management for repair.

Video cameras record activity at both entrances to the campus and additional video cameras are located throughout campus to record activity at specific locations. Although cameras may be viewed in real time by communications officers in the Campus Police Station, the cameras are not constantly monitored. Recorded video is saved for a designated period of time and may be used in investigations.

### Reporting Crimes and Emergencies

Members of the community are encouraged to accurately and promptly report crimes, emergencies and suspicious people or activity to the Stonehill College Police Department (SCPD). All reports of crime are taken seriously. Police Dispatchers are available 24 hours a day to answer your calls.



In response to a call, SCPD will either dispatch an officer to a specified location or ask the reporting person to come to the campus police station to file an incident report. SCPD will investigate the incident and make an arrest when deemed appropriate. Although campus police reports are not public records, they are forwarded to the Dean of Student's Office and the Office of Community Standards for review and potential action. Reports may be shared with other campus officials as needed.

Community members who experience an emergency situation should call immediately Campus Police at **508-565-5555**. **We strongly encourage all Stonehill faculty, staff, and students to add this emergency number into their cell phone.** Campus phones are located in some of the College's lobbies and common spaces. You can dial x5555 or x911 from these telephones.

In addition, Stonehill offers well-marked "Blue Light" emergency telephones which are located throughout campus. These phones have an emergency call button which rings directly into Campus Police and Police Dispatchers will automatically know the location of the caller. Callers can speak with Campus Police Dispatchers through the speaker on the call box. Community members can use these phones to report a crime or other serious incident, suspicious people or activity, or to request a safety escort.

Be aware that if you dial 911 from a cell phone, the call will go directly to the Massachusetts State Police before being routed to the Easton Police Station and then to the Stonehill Campus Police Department. For non-emergency calls, please contact Campus Police at 508-565-5100.

### **Voluntary Confidential Crime Reporting**

Community members can confidentially report a bias incident or a hate crime by submitting a Bias Incident form, located on the Intercultural Affairs webpage, under the Bias Incident Protocol and Team tab. This site also contains information and resources. Any person can anonymously submit this

electronic form. *Anonymous reporting, however, will impact the College's ability to respond or pursue appropriate action against the alleged accused.*



Community members can confidentially report a sexual assault by submitting a Sexual Assault Incident Report Form on the Health & Wellness Department's website under Sexual Assault and Title IX Resources. This site also provides a wealth of information for victims of sexual assault, sexual harassment, domestic violence, dating violence, and stalking. The Sexual Assault Incident Report form can be submitted confidentially by victims who wish to remain anonymous but would like the crime to be included in the annual disclosure of crime statistics. *Anonymous reporting, however, will impact the College's ability to respond or pursue appropriate action against the alleged accused.*

Other than the Bias Incident Report Form and the Sexual Assault Incident Report Form, Stonehill does not have an anonymous reporting form for crimes or incidents.

In general, reports of crime are treated as "private" as opposed to "confidential". Private reports may be shared with other college officials as deemed necessary. Campus Police employees (and most college employees) are required by law to forward all reports of sexual assaults, domestic violence, dating violence, stalking, and sexual harassment to the Title IX Coordinator who may follow up with a victim.

Some college employees are designated as "confidential" and have a legal exemption from disclosing crime information that is shared with them. For more detailed information about private and confidential reporting, please refer to, *Privacy and Confidentiality*, under the **Opposition To Sexual and Gender Based Misconduct And Interpersonal Violence** section of this document.

### **Campus Security Authorities (CSA's)**

A Campus Security Authority (CSA) is a Clery Act term which requires community members (designated as CSA's) to report allegations of "Clery Act" crimes to the Campus Police Department.

CSA's are **not** responsible for investigating or reporting incidents that they overhear students talking about in a hallway conversation; that a student mentions during an in-class discussion; that a victim mentions during a speech, workshop, or any other form of group presentation; or that the CSA otherwise learns about in an indirect manner. CSA's should only report allegations of "Clery Act" crimes that are reported to them in their capacity as a CSA.

CSA's receive annual training. They are required to report allegations of Clery Act crimes [which are believed to have occurred on property owned or controlled by Stonehill College] to the Campus Police Department or to the Title IX Coordinator or the Title IX Deputy Coordinator. The Police Chief evaluates the crime to determine if a Timely Warning Notice (Crime Alert) should be sent to the campus community. In addition, the information is used for inclusion in the daily police log and for the annual disclosure of crime statistics. ***Note that a victim's name, or personally identifiable information, is never disclosed in a crime alert, the daily police log, or in the disclosure of crime statistics.***

**Examples of Campus Security Authorities include:**

- Campus Police Officers, security officers, and others identified by the College as persons or departments on campus to whom crime may be reported
- Officials with significant responsibility for student and campus activities including, ***but not limited to:***
  - a. a student housing director, residence director, and resident assistants
  - b. employees responsible for student discipline and campus judicial proceedings
  - c. an athletic director, athletic coaches (including part-time employees and graduate assistants)
  - d. an advisor to officially recognized student organizations
  - e. the director of a campus health or counseling center
  - f. a Title IX coordinator
  - g. victim advocates or others who are responsible for providing victims with advocacy services

The following are some examples of employees who are not CSA's: a single teaching faculty member who is not also an advisor to a student group; clerical staff, and cafeteria employees. These employees are not required to report Clery Act crimes to Campus Police for the purpose of making timely warning notifications and for the annual disclosure of crime statistics. However; these employees may be designated as "Responsible Employees" under Title IX and may be required to report allegations of sexual violence and sexual harassment to the College's Title IX Coordinator. Employees who are not CSA's and who also have the authority to maintain a victim's confidentiality include:

- a physician or a registered nurse in the campus health center *whose only responsibility is to provide care to students* and



- professional and pastoral counselors - when acting in that professional capacity

A Pastoral Counselor who is an employee of the College and is associated with a religious order or denomination, recognized by that religious order or denomination as someone who provides confidential counseling **and** who is functioning within the scope of that recognition as a pastoral counselor.

A Professional Counselor who is an employee of the College and whose official responsibilities include providing psychological counseling to members of the institution's community and who is functioning within the scope of his or her license or certification in a scheduled session at the Counseling Center.

### **Making The Stonehill Community Aware of Crime**

Stonehill College notifies the campus community about crime and crime-related problems through use of the following.

- Issuing timely warning notifications through Stonehill College email
- Issuing emergency notifications via the "Hill Alert" system
- Publishing an **Annual Security and Fire Safety Report**
- Publishing a Crime Log
- Providing educational programs and campaigns throughout the year



### **Timely Warning Notifications**

In the event that a situation arises on campus, that constitutes a serious or continuing threat, a timely warning notice will be issued to the Stonehill community. The content of the timely warning notice is developed by the Chief of Police and the Director of Media Relations (or their designees). Other administrators, such as the Vice President and Associate Vice President of Student Affairs may contribute to the content of the message.

The warning will be disseminated by the Campus Police Department or the Media Relations Department via Stonehill College email to students, faculty, and staff. If deemed necessary, timely warning notices may be posted in residence halls and/or academic buildings. Timely warning notices are typically **not** sent through the Hill Alert System, which is used for emergency notifications. However, this system could be utilized if deemed appropriate.

A Timely Warning Notification is issued to notify community members about select crimes which occur on and around campus. Timely warning notices would be distributed for the following Uniform Crime Reporting Program (UCR)/National Incident Based Reporting System (NIBRS) classifications: Murder, Arson, and Robbery. Cases of aggravated assault and sex offenses are considered on a case-by-case basis, depending on the facts of the case and the information known by the SCPD. For example, if a physical assault occurs between two students who have a disagreement, there may be no on-going threat to other Stonehill College community members and a timely warning notice would not be distributed.

Some cases involving sexual assault are reported long after the incident occurred; thus, it would not be possible to distribute a “timely” warning notice to the community. Sex offenses will be considered on a case-by-case basis depending on when and where the incident occurred, when it was reported, and the amount of information known by SCPD. The name of a victim is never disclosed in a timely warning notice.

The Stonehill College Police Chief, or his designee, reviews all reports to determine if there is an on-going threat to the community and if the distribution of a timely warning notice is warranted. Timely warning notices may also be issued for other crime classifications, as deemed necessary. Community members who have information about a crime or other serious incident should immediately report the incident to the Stonehill College Police Department so that a timely warning notice can be issued, if warranted. Timely warnings will be distributed if the incident is reported to the SCPD directly, or indirectly through a Campus Security Authority (CSA) or the local police.

It is the policy of Stonehill College to comply with the “Timely Warning” provisions of the Jeanne Clery Act by providing the required warnings to the campus community in an efficient and expedient manner. The decision to issue a timely warning notice and the content of the notice shall be decided on a case-by-case basis in light of all the facts surrounding a crime, including factors such as the nature of the crime, the continuing danger to the campus community, and the possible risk of compromising law enforcement efforts.

### **Emergency Response and Evacuation Procedures**

Stonehill College has an Emergency Management Plan which is intended to provide a standard document of broad guidelines, procedures, and organizational structure so that key individuals who must make and communicate decisions during an emergency can do so efficiently and effectively. The emergency procedures are designed to provide a safe and secure environment during and after an emergency situation. Since an emergency may be sudden and without warning, the procedures are designed to be flexible in order to accommodate contingencies of various types and magnitudes.

**Defining Emergency Incidents** - An “Emergency Incident” is a situation or condition, which significantly disrupts or potentially disrupts the educational mission, residential or student life, and/or administrative function of a significant portion of the Stonehill College community. Some examples of emergency incidents include a natural disaster, a weather related incident, an environmental or health related incident, a violent intruder or active shooter, and the sudden unexpected death or serious injury of one or more members or guests of the College.

**Levels of Emergency Severity:** - Because each “Emergency Incident” situation will be unique, it

is imperative that the situation is evaluated to determine a severity level based on the following criteria: **LOW** – situation is manageable within the department or division, or in coordination with Campus Police (if necessary); **ELEVATED** – the situation has larger impact on campus life and may require media/ communication; and **CRITICAL** – the situation has a major impact on campus life or college reputation, or requires outside resources beyond the College’s capacity.

**Determining an Emergency Incident:** During an emergency incident, the first responding college representative on scene will begin to gather information to help determine the level of severity and what resources may be needed.

### **Emergency Notifications to the Community**

Upon confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of the campus community, Stonehill College will immediately notify students and employees of the threat. The notification will be delivered without delay, taking into account the safety of the community, determining the content of the notification, and initiating the notification system, unless issuing the notification will, in the judgment of responsible authorities, compromise efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency. The College has various methods in place for communicating information to the community. The primary method involves issuing a “Hill Alert” via our emergency notification system. This system allows us to send an emergency message by text, through Stonehill email, and/or telephone voice messaging.

In addition, the College may utilize some or all of the following

- make announcements by using a handheld (or building) public address (PA) system
- send notifications to the community via the Stonehill College email system
- post a message on the Stonehill homepage
- post messages on Stonehill’s social media sites

Any updates or follow-up information will be disseminated to the campus community using one or more of these same methods.

Emergency notifications will be disseminated to Stonehill College faculty, staff, and students. If an emergency may affect the larger Easton community, the Easton Police Department would be notified to alert Easton community members. Neighbors of Stonehill College, parents of students, and other interested members of the larger community can view information and updates on the Stonehill College webpage as information becomes available

### **Shelter in Place or Lock Down**

In the event of a life-threatening emergency in which it’s not safe to leave a building, community members and guests would be directed to *shelter in place* or *lock down*. Shelter in place means finding a safe location indoors and staying there until you are given an “all clear” or told to evacuate.

You may be asked to shelter in place because of an active shooter; tornado; or chemical, radiological, or other hazard. Lock down means, not only to shelter in place, but to lock and/or barricade a door to stay safe during an active shooter or violent intruder type incident. In addition to locking down, you should shut off lights and keep quiet until a police officer gives you the “all clear”.

### **Emergency Evacuation**

*Individual employees and students should evacuate any area that poses a risk to safety.* Fires, chemical spills, floods and similar incidents pose such a risk and should be handled by professionals trained for such emergencies. Individuals in such situations should never risk their own safety to try to contain or otherwise deal with an emergency but can do the following if reasonable and if time allows:

Pull a fire alarm to begin evacuation of the building  
Call Campus Police at 508-565-5555 to report the emergency  
Close doors that might help contain the problem

In situations that immediately threaten life or property, the Easton Fire/Rescue Department and Easton Police Department will be contacted.

### **Evacuation Procedures**

If a fire alarm is activated, or if community members are asked to evacuate a building, they should immediately leave the building via the closest exit. Community members and guests should exit in a safe orderly manner and notify Campus Police of any individual(s) who may be unable to evacuate on their own. If the evacuation of the building is expected to be for a short period of time and if the weather is not severe, resident students should gather 200 feet away from the building, until Campus Police informs them that the building is safe to re-enter. If the evacuation will likely be lengthy or if the weather is severe, students or employees will be directed to a safe location.

### **Test of Emergency Response Plans and Systems**

The College’s Crisis Management Team conducts a test of the emergency response plans and notification system annually. A test may consist of a “Table Top” exercise which is designed to evaluate a particular type of emergency such as a fire or hurricane. Key stakeholders within the College, as well as the local community, such as the Easton Police or Fire Department are included. Tests are reviewed, typically through de-briefings and written evaluations, to identify areas in which the College can improve the plan. The College maintains a record documenting each test including a description of the exercise, the date, time, and whether it was announced or unannounced. A test of the emergency notification (Hill Alert) system is conducted annually by sending a “test” text message to the community. Stonehill College students and employees are strongly encouraged to register (and update) their cell phone information, so they can receive emergency notifications.



**Sign up to receive emergency notifications via Hill Alert, by following these instructions:**

1. Login to **myHill**.
2. If you are a student, select the **myAcademics** tab, then click on the **Update/View Address and Phones** link in the "**Personal Information**" channel.
3. If you are an Employee, select the **Employee Services** tab, then click on the **Update/View Address and Phones** link in the "**Personal Information**" channel.
4. Click **Current** under the "**Permanent/Legal address type**" to change your home address or one of your personal phone numbers. The "**Update Address and Phones**" page will be displayed. *Do not change the dates in the "Valid From" and "Until This Date" fields.*
5. Update your address by typing over your existing address and click **Submit** when done.
6. Scroll down to display the area where you enter your phone number(s).
7. The home phone should be entered into the "**Primary Phone Number For This Address**" field.
8. The "**Cellular**" phone type is used as your request to receive text message alerts to your cell phone using the **Hill Alert system**.
9. Once you have completed the changes, just click on the **Submit** button at the bottom of the page.
10. You'll be brought back to the "**Update Addresses and Phones**" page, at which point you can continue to modify another address type, navigate back to the **myAcademics** tab (students) or the **Employee Services** tab (Employees), or logout of myHill.

**Daily Crime and Fire Logs**

The Stonehill College Police Department (SCPD) maintains a daily crime and fire log that records crimes and fires in the chronological order that they were reported to SCPD. The Daily Crime Log is available for public inspection at the Stonehill College Police Station, located on Donahue Hill Drive. The Daily Crime and Fire Log includes: The nature of the crime (crime classification or fire), the date the crime or fire was reported, the date the crime or fire occurred, the time the crime or fire occurred, the location where the crime or fire occurred, and the disposition of the incident.

Please note that under Massachusetts General Laws Chapter 41, Section 98F, information which pertains to the following entries shall be kept in a separate log and shall not be a public record, nor shall such entry be disclosed to the public, or any individual not specified in section 97D: (i) any entry in a log which pertains to a handicapped individual who is physically or mentally incapacitated to the degree that said person is confined to a wheelchair or is bedridden or requires the use of a

device designed to provide said person with mobility, (ii) any information concerning responses to reports of domestic violence, rape or sexual assault or (iii) any entry concerning the arrest of a person for assault, assault and battery or violation of a protective order where the victim is a family or household member, as defined in section 1 of chapter 209A.

### **Missing Student Notification Policy**

If a member of the College community has reason to believe that a student who resides in on-campus housing is missing, the Stonehill College Police Department should be contacted immediately at 508-565-5555. An incident report will be generated and an investigation will be initiated in order to attempt to locate the missing student. Stonehill has a specific protocol for responding to missing students, which is outlined below.

Annually, during the on-line housing registration process, all students living in on-campus housing have the option to identify a person(s) whom Stonehill College should notify within 24 hours of the determination that the student is missing. The student can choose to list the same person(s) as their designated emergency contact person(s) or a separate person(s). Missing person contact information is kept confidential and only accessible to authorized campus officials and law enforcement in furtherance of a missing person investigation. It will not be disclosed outside of a missing person investigation.

If the Stonehill College Police Department determines that a student is missing (regardless of age) and has been missing for more than 24 hours, the Easton Police Department, the police department of the community where the missing student maintains a home of record, and the person designated as the student's "missing person" emergency contact will be notified no later than 24 hours after the student is determined to have been missing.

In addition, if the missing student is under the age of 21, a missing person notice will be posted on the national crime investigation center database. If the missing student is under the age of 18 and is not an emancipated individual, Stonehill will notify the student's parent or legal guardian and any other designated missing person contact immediately after the Stonehill College Police Department has determined that the student has been missing for more than 24 hours.

### **Helping To Keep You Safe**

**Safety Escorts** - This service provides a "safety" escort upon request for persons walking across campus. Escorts are provided by a Campus Police Officer or a Community Service Officer in a vehicle, on foot, or on a mountain bike.

**Emergency "Blue Light" Telephones** – Emergency telephones are located throughout the campus. Pressing a button will activate an emergency call to the Campus Police Dispatch Center.

**Residence Hall Security** - Campus Police works closely with the Residence Life Department to promote safety in the residence halls. Campus Police Officers participate in educational programs and attend social events held in the residence halls.

**Printed Crime Prevention Materials** – Pamphlets, brochures, and other materials designed to inform students and employees about the prevention of crimes are made available throughout the campus at various locations including the Campus Police Station and the Health and Wellness Office, located in the Dining Commons. These materials provide information on residence hall safety & security; bicycle and motor vehicle safety; crime prevention; sexual assault; domestic violence; dating violence, stalking, and drug & alcohol education.

**Community Policing and Crime Prevention Tables** – Campus Police participates in orientation and resource fairs. Police Officers distribute community policing and crime prevention materials, promote safety programs and answer questions.

### **Security and Fire Alarm Systems**

Fire and carbon monoxide alarms ring into the Campus Police Dispatch Center and Police Officers are immediately dispatched to the scene. Some offices are equipped with panic or intrusion alarms which will ring into our dispatch center. All residence halls and some academic and administrative buildings have a card-access system. Card-access door alarms ring into the dispatch center when the door is propped, held open too long, forced opened, or vandalized.



### **Popular Educational Programs**

The Stonehill College Police Department believes that it's better to act early to prevent a crime, rather than react to a crime after it has occurred. Stonehill College conducts various crime prevention and security awareness programs designed to inform students and employees about campus security procedures. Members of the Stonehill College are encouraged to participate in the crime prevention programs that are available to them.

**Bystander Intervention Program** is a 2-hour training program that provides students with an understanding of the culture of sexual assault on college campuses and provides participants with tools and techniques they can use to help prevent this and other negative behaviors on our campus.

**Rape Aggression Defense (RAD)** is a program that offers realistic self-defense options for women. The RAD System is a comprehensive self-defense course, which promotes awareness, prevention, risk reduction, and risk avoidance, and progresses to the basics of physical hands-on self-defense training. RAD is not a Martial Arts program. RAD offers simple physical techniques that are easy to learn, retain, and employ under stressful circumstances. Certified R.A.D. Instructors from Campus Police and the Health and Wellness Department co-teach this program.

**Citizens Police Academy** – In the spring of 2015, Campus Police debuted their first Citizens Police Academy. The program has since been offered each semester with sessions covering; History of Policing, History of Criminal Justice in America, Stonehill College Police Operations, Criminal Law, Motor Vehicle Law, Constitutional Law, Criminal Investigations and Forensics, Sexual Assault Investigations, Campus Title IX Investigations, Domestic Violence, Cyber Crime, and Careers in Policing.

**ALICE** (Alert, Lockdown, inform, Counter and Evacuate) is a program designed to teach community members how to take steps to protect themselves in the event of a violent intruder or active shooter incident. Students and employees discuss the option to run, barricade a room and/or hide from danger, and as a last resort, fight. Certified instructors offer this program multiple times each semester.

### **Fatal Vision (Beer Goggle)**

**program** - This education program is typically coordinated by Campus Police Officers and Resident Advisors. This engaging program is designed to demonstrate the results of alcohol and drug impairment in a hands-on environment. Participants will wear goggles that simulate the effects of alcohol and drug impairment. It is our hope that this program will decrease the number of impaired driving incidents.



## **PERSONAL SAFETY TIPS**

There are many steps we can take to protect ourselves from crime. Many crimes occur because there is an opportunity for them to happen. Crime can happen anywhere, anytime, especially if we create the environment for it to happen. We ask you to follow these simple tips to reduce your chances of becoming a victim.

### **WHEN YOU'RE WALKING OR RUNNING**

#### **Before You Leave**

- Plan your outing. Always tell someone where you're going and when you'll return. Tell friends or



family of your favorite exercise routes.

- Know where telephones are located along the course.
- Wear an identification tag or carry a driver's license.
- Don't wear jewelry or carry cash.
- Wear reflective material.

### **On the Road**

- Stay alert at all times.
- Run or walk with a partner or a group.
- Don't wear headsets. If you wear them you won't hear an approaching car or attacker. Listen to your surroundings.
- Consider carrying a cellular phone. Program it with the emergency number for the Stonehill College Police Department.
- Exercise in familiar areas. Know which stores are open.
- Vary your route.
- Avoid unpopulated areas, deserted streets, and overgrown trails. Especially avoid poorly lighted areas at night.
- Ignore verbal harassment. Use discretion in acknowledging strangers. Keep a safe distance.
- Be careful if anyone in a car asks you for directions—if you answer, keep at least a full arm's length from the car.
- If you think you are being followed, change direction and head for open stores or populated areas.
- Have your Hill Card ready before you reach your residence hall.
- Call police immediately if something happens to you or someone else, or you notice anyone out of the ordinary.

## **IN YOUR CAR**

### **Getting In**

- Walk with purpose and stay alert.
- Approach your car with the key in hand. Look around and inside the car before getting in.

### **On the Road**

- Keep your doors locked and windows rolled up (at least partway, if it's hot and you don't have air conditioning), no matter how short the distance or how safe the neighborhood.
- When you're coming to a stop, leave enough room to maneuver around other cars.
- Avoid driving alone late at night. Go with someone whenever possible.
- Don't stop to assist a stranger whose car is broken down. Help instead by calling police.

### **Getting Out**

- Park in well-lit areas, near sidewalks or walkways.
- Never leave valuables in plain view, even if the car is locked. Put them in the trunk.
- Try to park in a garage with an attendant.
- Stay alert to the surroundings.

## **AT THE ATM**

- If you drive to the ATM, keep car locked when using the ATM. Keep your keys handy so you can enter your car quickly after completing your transaction.
- Be alert for anything suspicious, especially two or more people in a nearby vehicle, particularly if no one else is at the ATM, or someone who just appears to be “hanging” around the area.
- If you sense something wrong, leave the area immediately and use another ATM.
- When you are using the ATM and someone is closer than you would like, ask him or her to step back a few steps. If they do not step back it may be best to cancel your transaction.
- Have everything ready before you approach the ATM.
- Report all ATM crimes to the local police and the financial institution.

### **IN YOUR ROOM OR APARTMENT**

- Get acquainted with your neighbors on your floor and in your building. Every resident has a role to play in security. Part of that role is to know who belongs and who doesn't.
- Always lock your door. Whether you are “just down the hall for a minute”, or out of the building, always keep your door locked. Ask your roommates to do the same.
- Report any suspicious persons to the Stonehill College Police Department at x5555
- Secure your personal property, especially expensive and easily transportable items. Lock them up. Use cables to secure electronic components; check with the Stonehill College Police Department for ideas. Engrave items with unique identifiers.
- Do not allow entry into your residence hall or house to those whom you do not know. Don't let them follow when you use your Hill Card to access entrance doors. Refer them to a guest telephone. Have your Stonehill Hill Card out and ready to use before you reach the front door.
- You have a right to expect your neighbors to follow good security practices and to do things that protect your interests. You have an obligation to do the same for them.
- Use your door viewer if you have one. Know who is on the other side before opening the door.

### **SECURITY TIPS FOR OFFICE PERSONNEL**

Follow these tips to reduce the risk of having items stolen from your office.

- Lock personal items such as wallets, purses, or pocketbooks in desk drawers or file cabinets.
- If you intend to be away from your office for any length of time, lock your office door.
- Secure electronic items such as printers, computers, and fax machines to non-movable desks or counters.
- If you see someone in your building, office or area that looks lost or suspicious, immediately contact the Campus Police Department at x5555.
- Keep petty cash or other money secured in a controlled area. Develop sound procedures for accounting for the money at the end of each business day.
- Make sure to secure all ground-level windows and doors, and turn off selected lights.

### **DEALING WITH ANNOYING OR OBSCENE TELEPHONE CALLS**

- Hang up as soon as you hear an obscenity, improper question or no response.
- Don't talk to strangers. Be careful when the caller says he is taking a survey. If you have any

concern about the legitimacy of a person asking for personal information over the phone, ask the person for his name, firm name and telephone number.

- Don't play detective. Don't extend the call trying to figure out who is calling.
- Don't let the caller know you are upset or angry.
- Place ads with caution. When placing an ad in a newspaper or on a bulletin board, use a newspaper or post office box number if possible. If you must use your phone number, do not list your address.
- Don't let your answering machine or voice mail give you away. Don't say: "I'm out of the office"; "I'm not at home at the present time"; "I'm away for the weekend". Also refrain from using names or giving out the phone number.
- Report threats of violence or harm right away. Immediately after you receive a call in which there are threats of physical harm or violence report the call to the Stonehill College Police Department or to your local police agency if you are at home or away from the campus.

### **Sexual Offender Registry Information Policy**

The Federal Campus Sex Crimes Prevention Act requires institutions of higher education to issue a statement advising the campus community where law enforcement agency information concerning registered sex offenders may be obtained. In Massachusetts, convicted sex offenders must register with the Massachusetts Sexual Offender Registry Board. You can link to this information by accessing <https://www.mass.gov/orgs/sex-offender-registry-board>

## **Substance Awareness Policy and Statement of Compliance with the Drug-Free Schools and Communities Act**

### **Introduction**

Only in an environment free of substance abuse can Stonehill College fulfill its mission of developing the academic, professional, social, cultural, and intellectual potential of each member of the community. The use of illegal drugs and the abuse of alcohol impair the safety and health of students and employees, inhibit personal and academic growth, and can adversely impact the living and learning environment within the community. For these reasons, the unlawful use of alcohol and other drugs is prohibited on campus and at College-sponsored activities.

### **Campus Prevention and Awareness Programs**

Alcohol and other drug abuse education and prevention programs have been established and are coordinated by Student Affairs with assistance from Counseling Services, Health Services, and other College departments. Programs provide training and direct services to the College community and offer preventative education and outreach activities about the Substance Awareness Policy and alcohol and other drug abuse.

Select college staff, as well as student staff in the residence halls, receive training on a regular basis on issues regarding alcohol and other drug use and abuse.

Counseling Services and Health Services staff are available for consultation concerning individual students with alcohol or other drug problems. Services provided through Counseling Services include personal assessment and counseling, group discussion opportunities, educational and alternative programming, information on Narcotics Anonymous and Alcoholic Anonymous, and referrals to outside agencies. Counseling Services and Health Services have established working relationships with area hospitals, community mental health centers, and other social service agencies to facilitate referrals when treatment is needed.

The Health and Wellness Office provides health education, awareness events, and prevention programs on a variety of topics including but not limited to stress reduction, physical activity, nutrition, smoking cessation, and healthy relationships throughout the entire academic year. Services range from workshops, individual consultation, or presentations by request. The Office is located in the Roche Dining Commons, Room 101.

## **General Provisions**

The students of Stonehill College shall not unlawfully manufacture, distribute, dispense, possess, or use controlled substances, drug paraphernalia, or alcohol. Any individual who violates this prohibition will be subject to disciplinary action. Sanctions may include mandatory participation in an alcohol or other drug abuse assistance or rehabilitation program, separation or dismissal from residency or the College, or referral of the matter to law enforcement agencies for prosecution.

## **Student Alcohol Policy**

Stonehill complies with all federal and state laws and local ordinances regarding the possession, use, sale, and/or distribution of alcoholic beverages. In conjunction with and in addition to these laws and ordinances, the College has adopted certain standards to facilitate its regulation of the use and possession of alcohol by students and their guests. The following are considered violations of the College's standards with respect to the use, possession, and distribution of alcohol:

1. Violation of any alcohol or alcohol-related federal, state, or local law or ordinance.
2. Possession (this applies to full, partially full, and empty containers), use, or distribution of alcohol by a student, under the age of 21, or possession, use or distribution of alcohol by the guest of a student, under the age of 21 even if the guest is age 21 or older.
3. Procuring or providing alcohol to a student or guest who is under the age of 21.
4. Failing to abide by the drinking laws of the immediate locale while on an away program or College-sponsored or approved trip or program.
5. Possession, use, sale, or distribution of a false identification card, wristband, or other age or identity verification form.
6. Use of an alcohol container as room decoration, vase, or storage item.
7. Possession of alcohol in a residence hall, or common area of a residence hall, in which alcohol is not allowed based on the dry status of the hall or area.
8. Possession of an open container of alcohol in an area designated as a public area by the



College without prior approval from the Vice President for Student Affairs or the designated College official sponsoring, hosting, or supervising an event in a public area.

9. Possession by a student, age 21 or older, or possession by the guest of a student, age 21 or older, of an amount of alcohol over the limits specified (limits apply to full, partially full, and empty containers) by the College.

The limits specified by the College are:

- Twelve 12-ounce coolers, malts, or beers
- OR
- Two 750 ml. bottles of wine
- OR
- One pint of hard liquor up to 80 proof.

The total amount of alcohol in a residence hall room may not exceed the total amount permitted for the residents of the room, age 21 or older.

10. Possession of alcohol at a College event without prior approval by the Director of Student Engagement or the designated College official sponsoring, hosting, or in charge of the event.
11. Public intoxication, either on or off campus, or at College sponsored or sanctioned programs or activities. Intoxicated students and their guests will not be permitted entrance to College-sponsored activities. Intoxicated students or intoxicated guests in need of medical attention may be transported to the hospital for emergency care. Intoxicated students or intoxicated guests may be placed into protective custody by Stonehill Campus Police and transported to the Easton Police Department. All costs will be charged back to the student.
12. Possession of a drinking game or the use or possession of a board game, table game, ice luge, drinking funnel, beer tap, or other device that promotes or encourages abusive drinking or is used in a way that promotes or encourages abusive drinking.
13. Operation of motor vehicle which contains alcohol, by a student under the age of 21, regardless of the age of any passenger in the vehicle.
14. Driving under the influence of alcohol or other drugs. Student drivers may be asked to take sobriety tests. A student driver who fails a sobriety test may have their car towed to a storage facility for pick-up when the student is sober enough to drive. All towing costs are the responsibility of the student driver.
15. Possession of a full to empty common source of alcohol, regardless of the size(s) or the container(s). A common source of alcohol includes, but is not limited to, a keg, pony keg, beer ball, punch bowl (with or without alcohol), or gelatin shots.
16. Commercial delivery of alcoholic beverages to the residence halls or the College's Mail Services.
17. Use of alcoholic beverages to render another person physically or emotionally incapacitated.
18. Creation of materials that promote alcohol, tobacco, or other drugs. Athletic teams, club sports teams, student organizations, residence hall councils, and other groups or individuals are prohibited from creating marketing or promotional material such as clothing that promotes alcohol, tobacco, or other drugs. In addition, such items may not discriminate against individuals or groups and must be approved by the appropriate

College official listed below. Appropriate College official must also approve the use of the Stonehill name, logo, or likeness. Questions concerning this policy may be directed to the Student Affairs Office. Athletic teams and Club sports teams must receive the approval of the Director of Athletics, or designee. Recognized clubs and organizations must receive the approval of the Director of Student Engagement, or designee. Residence hall councils must receive the approval of the Director of Residence Life, or designee.

19. Possession or a full or empty excessive amount of alcohol. An excessive amount may include any amount of alcohol over the limits specified.
20. Being in the presence of alcohol in a residence hall, or common area of a residence hall, in which alcohol is not allowed based on the dry status of the hall or area is strictly prohibited.

## **Socializing in the Residence Halls**

Students may entertain or socialize in their individual rooms and in common areas. Students are permitted to have alcohol present in common areas within the residence halls when certain conditions apply. All common areas are considered alcohol-free during exam periods, when the residence halls are closed, during the summer, and during other times designated by the Office of Residence Life. Students must be in compliance with guest, alcohol, and quiet hours policies and may not disrupt the learning or living activities of others while entertaining. The Director of Residence Life, or designee, reserves the right to revoke the privilege of having alcohol in common areas within residence halls at any time.

For specific information regarding alcohol in the residence halls, as well as occupancy limits, please refer to the procedures regarding Socializing in the Residence Halls, posted on the Residence Life website.

## **Student Programs with Alcohol**

1. The Director of Student Engagement, or designee, has primary responsibility for determining the circumstances and whether or not alcoholic beverages will be served at student programs held on or off campus.
2. Students, age 21 or older, must present 2 forms of ID to enter the alcohol service area. Massachusetts residents must present a current Stonehill College ID card and a valid Massachusetts driver's license or valid Massachusetts Liquor ID card. Out-of-state residents must present a current Stonehill College ID card and a valid driver's license (not a duplicate) that confirms the student's date of birth documented in College records.
3. Guests, age 21 or older, must present a valid driver's license (not a duplicate) and a valid guest pass and must be accompanied by their host at all times. In order to enter the alcohol service area, guests, age 21 or older, must be accompanied by their host, who must be age 21 or older. Up to two guests per current student will be allowed.
4. Students and their guests may not attempt to or bring alcohol into student programs or attempt to or remove alcohol from the service area or student programs.
5. Underage students and their guests, regardless of age, may not attempt to enter the alcohol service area.
6. Safeguards must be taken to ensure an orderly function to protect the rights of other members of the community against undue interference, noise and other disturbances.

7. Students may be refused admission to a student program if the validity of their identification is questionable or if students are intoxicated or disruptive.
8. The sponsoring organization shall abide by the established laws of the Commonwealth Of Massachusetts, ordinances of the Town of Easton, and policies of Stonehill College.
9. Student organizations may not use student fees to purchase alcoholic beverages for student use.
10. Alcoholic beverages may not be offered free of charge to any participant at a student program.
11. When alcoholic beverages are served, food and nonalcoholic beverages must be made available. The cost of refreshments must not be prohibitive. Alcoholic beverages may not continue to be served if nonalcoholic beverages run out. When alcoholic beverages are served, the student program must be supportive of alcohol education programs that encourage responsible decisions about the use or non-use of alcoholic beverages.
12. Alcoholic beverages may not be provided as awards.
13. Advertising promoting alcoholic beverages must not encourage any form of alcohol abuse or place any emphasis on quantity or frequency of use. The advertising of alcoholic beverages on campus may not portray drinking as a solution to personal or academic problems or as necessary for social, sexual, or academic success. Advertising of alcoholic beverages and other promotional beverages may not associate alcoholic beverage consumption with the performance of tasks that require skilled reactions such as driving or playing sports. All posters must be in accordance with the College's Advertising Policy.
14. If a student program is held off campus, the contracted server/facility must agree in writing that it agrees to assume all responsibility for serving alcoholic beverages. Alcoholic beverages may not be served in common sources when students have direct access to serve themselves.

## **Smoking on Campus**

1. Smoking is prohibited in all campus buildings and facilities including all of the student residence halls.
2. Individuals who choose to smoke cigarettes are expected to be at least 25 feet from the building so as not to allow smoke to travel back into the building.
3. Individuals who choose to smoke are expected to dispose of cigarettes and their packaging in proper trash receptacles.
4. Possession or use of bongs, hookahs, pipes, electronic cigarettes, and vaporizers is strictly prohibited (see Student Drug Policy below).

## **Student Drug Policy**

1. The possession, or intent to possess or purchase illegal or prohibited drugs, including unauthorized possession of prescription drugs, is strictly prohibited.
2. The use of illegal or prohibited drugs, including being under the influence of illegal or prohibited drugs and the unauthorized use of prescription drugs prescribed, is strictly prohibited.
3. The distribution or intent to distribute illegal or prohibited drugs, including unauthorized distribution of prescription drugs, is strictly prohibited.

4. Being a student in the presence of illegal drugs is strictly prohibited.
5. As required by federal law, students are required to notify the College's Director of Student Financial Assistance, or designee, within 5 days of being convicted of violating a criminal drug statute.
6. The use of drugs to render another person physically or emotionally incapacitated is strictly prohibited.
7. The possession, use, sale, or distribution of drug paraphernalia is strictly prohibited. Drug paraphernalia is defined as any equipment, product, or material that has been or may be modified for making, using, or concealing illegal drugs such as bongs, electronic cigarettes, vaporizers, and hookah pipes.
8. Stonehill College does not distinguish between civil and criminal penalties associated with possession of marijuana. Possession of marijuana, regardless of the amount or form, is strictly prohibited on campus property or at campus-sponsored events.

## **Substance Awareness Policy**

### **Effects of Alcohol**

Alcohol consumption causes a number of marked changes in behavior. Even low doses significantly impair the judgment and coordination required to drive a car safely, increasing the likelihood that the driver will be involved in an accident. Low to moderate doses of alcohol also increase the incidence of a variety of aggressive acts, including sexual and physical assaults.

Moderate to high doses of alcohol cause marked impairments in higher mental functions, severely altering a person's ability to learn and remember information. Very high doses cause respiratory depression and death. If combined with other depressants of the central nervous system, much lower doses of alcohol will produce the effects just described.

Repeated use of alcohol can lead to dependence. Sudden cessation of alcohol intake is likely to produce withdrawal symptoms, including severe anxiety, tremors, hallucinations, and convulsions. Alcohol withdrawal can be life threatening. Long-term consumption of large quantities of alcohol, particularly when combined with poor nutrition, can also lead to permanent damage to vital organs such as the brain and the liver.

Mothers who drink alcohol during pregnancy may give birth to infants with fetal alcohol syndrome. These infants have irreversible physical abnormalities and mental retardation. In addition, research indicates that children of alcoholic parents are at greater risk than other youngsters of becoming alcoholics.

### **Effects of Drugs**

Cocaine or crack use may be fatal, depending upon the cardiovascular response of the user. This drug is highly addictive and withdrawal results in severe depression. Tranquilizers and sedatives are also highly addictive, even in low doses. Use of these drugs in conjunction with alcohol is extremely dangerous and may result in the user becoming comatose.

The intravenous use of drugs carries the additional risk of infection due to shared needles. HIV and hepatitis are transmitted in this way. Marijuana has properties of both depressants and stimulants and is considered a psychoactive drug. Marijuana contains more tar than tobacco and causes lung

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The intravenous use of drugs carries the additional risk of infection due to shared needles. HIV and hepatitis are transmitted in this way. Marijuana has properties of both depressants and stimulants and is considered a psychoactive drug. Marijuana contains more tar than tobacco and causes lung and bronchial disease, a chronic dry cough and respiratory irritation.

Continued marijuana use has also been connected with memory loss and a motivational syndrome. Tobacco smoke contains carbon monoxide and may cause cancer and bronchial disease, a chronic cough and respiratory irritation. Smoking by pregnant women may result in fetal injury, premature birth and low birth weight. Chewing of tobacco may cause cancer.

### **Additional Assistance**

Help concerning drug and alcohol-related problems is available from several sources. Individuals needing personal assistance, individuals who know of someone who needs help or individuals with questions concerning alcohol and drug abuse may contact any of the following:

### **On Campus Resources**

- Counseling Services  
Chapel of Mary  
508-565-1331
- Health Services  
Chapel of Mary  
508-565-1307
- Health and Wellness Education  
Roche Dining Commons, Room 101  
508-565-1544
- Student Affairs  
Duffy Academic Center, Room 146  
508-565-1363

### **Local Off-Campus Resources**

- Gosnold Counseling Center  
909 Sumner St, Stoughton, MA 02072  
508-584-5190
- South Bay Community Services, Brockton Mental Health Clinic  
103 Commercial Street, 2nd Floor, Brockton, MA 02302  
508-580-4691
- High Point Treatment Center  
30 Meadowbrook Rd., Brockton, MA 02301  
508-742-4420

### **Additional Resources**

- Alcoholics Anonymous  
Eastern MA Central Service  
617-426-9444
- Al-Anon and Ala-teen  
888-425-2666
- Narcotics Anonymous New England Region



866-624-3578

- Marijuana Anonymous  
800-766-6779

## Biennial Review

In compliance with the Drug Free Schools and Communities Act, Stonehill College will conduct a biennial review of the College's alcohol and other drug programs, which will be coordinated by the Associate Vice President for Student Affairs. According to the Act, the biennial review is due by October 1st of every even numbered year.

## Controlled Substances: Uses and Effects

The National Institutes of Health (NIH), National Institute on Drug Abuse Commonly Abused Drugs Chart can be found on this [website](#).

### Narcotics

**Possible Effects:** Euphoria, drowsiness, respiratory depression, constricted pupils, nausea

**Effects of Overdose:** Slow and shallow breathing, clammy skin, convulsions, coma, confusion, extreme drowsiness, constricted pupils, possible death

**Withdrawal Syndrome:** Watery eyes, runny nose, yawning, loss of appetite, irritability, tremors, panic, cramps, nausea, chills and sweating, depression vomiting increased heart rate and blood pressure

Drug Name	Trade/ Other Name	Medical Uses	Dependence Physical/ Psychological
Opium	Dover's Powder Paregoric, Parepectolin	Analgesic, antidiarrheal	High/High
Morphine	MS- Contin, Roxanol, Roxanol SR	Analgesic, antitussive	High/High
Codeine	Tylenol w/ Codeine, Empirin w/ Codeine, Robitussin A-C, Florinal w/ Codeine, Robitussin A-C	Analgesic, antitussive	Moderate/ Moderate
Heroin	Horse, Smack, Junk H, Black Tar Dope, Diacetylmorphine	None	High/High
Hydromorphone	Dilaudid	Analgesic	High/High
Meperidine	Demerol, Mepergan	Analgesic	High/High
Methadone	Methadose, Dolophine	Analgesic	High/High- Low

## Depressants

**Possible Effects:** Slurred speech, disorientation, vomiting, drunken behavior without the odor of alcohol, amnesia

**Effects of Overdose:** Shallow respiration, clammy skin, dilated pupils, weak and rapid pulse, coma, possible death

**Withdrawal Syndrome:** Anxiety, insomnia, terrors, delirium, convulsions, possible death

Drug Name	Trade/ Other Name	Medical Uses	Dependence Physical/ Psychological
Chloral Hydrate	Noctec	Hypnotic	Moderate/ Moderate
Barbiturates	Amytal, Seconal, Butisol, Florinal Lotusate, Tuinal, Nembutal, Phenobarbital	Anesthetic, anticonvulsant, sedative, hypnotic, veterinary euthanasic agent	High-Moderate/ High- Moderate
Benzodiazepines	Dalmane, Serax, Xanax, Diazepam, Librium, Ativan, Valium, Versed	Antianxiety, sedative, hypnotic, anticonvulsant	Low/Low
Methaqualone	Quaalude	Sedative, hypnotic	High/High
Glutethimide	Doriden	Sedative, hypnotic	High/Moderate

## Stimulants

**Possible Effects:** Increased alertness, excitation, euphoria, increased pulse rate and blood pressure, insomnia, loss of appetite, paranoia

**Effects of Overdose:** Agitation, increase in body temperature, hallucinations, convulsions, cardiovascular collapse, possible death

**Withdrawal Syndrome:** Apathy, long periods of sleep (extreme fatigue), irritability, anxiety, depression, disorientation, drug craving

Drug Name	Trade/ Other Name	Medical Uses	Dependence Physical/ Psychological
Cocaine	Coke, Flake, Snow, Crack, Freebase	Local anesthetic	Possible/High
Amphetamines	Biphedamine, Delcobase, Desoxyn, Dexedrine Obetrol	Attention Deficit Disorders, narcolepsy, weight control	Possible/High
Phenmetrazine	Preludin	Weight control	Possible/High

Methylphenidate	Ritalin	Attention Deficit Disorders, narcolepsy	Possible/Moderate
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## Hallucinogens

**Possible Effects:** Illusions and hallucinations, poor perception of time and distance, increased heart rate, dilated pupils

**Effects of Overdose:** Longer, more intense “trip” episodes, possible psychosis, possible death, respiratory depression, convulsions, coma

**Withdrawal Syndrome:** Withdrawal syndrome not reported (unknown)

Drug Name	Trade/ Other Name	Medical Uses	Dependence Physical/ Psychological
LSD	Acid, Microdot	None	None/Unknown
Mescaline/ Peyote	Mexc, Buttons, Cactus	None	None/Unknown
Amphetamine	2.5-DMA, PMA, TMA. DOM, DOB, MDMA STP, MDA	None	Unknown/Unknown
Phencyclidine	PCP, Angel Dust, Hog	None	Unknown/High
Phencyclidine Analogues	PCE, PCPy, TCP	None	Unknown/High

## Cannabis

**Possible Effects:** Impaired judgment, euphoria, reduced inhibitions, increased appetite, disorientation, cancer risk

**Effects of Overdose:** Fatigue, paranoia, possible psychosis

**Withdrawal Syndrome:** Insomnia, hyperactivity, loss of appetite

Drug Name	Trade/ Other Name	Medical Uses	Dependence Physical/ Psychological
Marijuana	Pot, Weed, Acapulco Gold, Grass, Reefer	None	Unknown/Moderate
Tetrahydrocannabinol	THC, Marinol	Antinauseant, Cancer, Chemotherapy	Unknown/Moderate

Hashish	Hash	None	Unknown/Moderate
Hashish Oil	Hash Oil	None	Unknown/Moderate

## **Weapons Policy**

Possessing firearms, using firearms, attempting to use or threatening to use firearms whether, loaded or unloaded, explosives or other weapons, even if legally possessed, is prohibited on the Stonehill campus or at off-campus events. Weapons include but are not limited to such items as switchblades, knives with locking blades, stilettos, nun-chucks, daggers, brass knuckles, bows and arrows, slingshots, BB guns, air guns, pellet guns, air rifles (regardless of projectile velocity), taser guns, paintball guns, fireworks, and ammunition (whether metal, plastic, or other materials). Any item that may be used as a weapon is prohibited. Improper use of laser beam instruments is also prohibited. Possession without appropriate authorization and/or misuse of the weapons will result in serious disciplinary action by the College. Weapons of any kind may not be stored in any building or on the grounds of Stonehill College, including personal vehicles.

The use of prop weapons for theatrical performances or activities on campus can present a potential danger for students, faculty, and staff. There are well-documented cases where law enforcement officers have mistaken a "toy" or realistic replica for a real weapon, and serious injury or death has resulted. It is unreasonable to expect the Stonehill College Campus Police or College employees to be able to distinguish a "stage prop" or "toy" from a dangerous weapon. Any person, class, club, or other organization that plans to use prop, replica, training, or toy weapon of any description on the Stonehill College campus as part of their activities must register all the details of the activity with the Stonehill College Campus Police.

Faculty, academic programs, and academic organizations must receive approval from the Dean of Faculty for the use of such items. All other groups (whether or not a student group) must receive the approval of the Associate Vice President for Student Affairs/Dean of Students.

### **Laws Concerning Carrying Firearms on Campus in Massachusetts**

Massachusetts prohibits carrying a firearm on the grounds of any elementary or secondary school, college or university without the written authorization of the board or officer in charge of such elementary or secondary school, college or university. This includes BB and pellet guns. Firearm is defined as any pistol, revolver, rifle or smoothbore arm from which a shot, bullet or pellet can be discharged (see Mass. Gen. Laws ch. 269, § 10(j)).

## **OPPOSITION TO SEXUAL AND GENDER-BASED MISCONDUCT AND INTERPERSONAL VIOLENCE**

Stonehill College (the "College") is committed to maintaining a respectful, professional, and nondiscriminatory academic, living, and working environment that emphasizes the dignity and worth of all students, faculty, staff, and visitors. This includes having an environment free from sexual and

gender-based harassment, sexual assault, interpersonal violence, dating violence, stalking, sexual exploitation, complicity, and retaliation. The College prohibits such conduct and will take prompt and equitable action to eliminate it, prevent its recurrence, and remedy its effects. Students found responsible for violating this policy will face sanctions, up to and including dismissal from the College.

Many acts that are prohibited by this Policy are also prohibited by law and can therefore also be addressed by local law enforcement. This Policy outlines the options and resources available to any individual who may wish to initiate a criminal action through local law enforcement.

Consistent with its commitment to oppose sexual/gender-based misconduct and interpersonal violence, and to mitigate its effects on our campus, the College designed this Policy to be in compliance with Title IX of the Higher Education Amendment of 1972 (“Title IX”) and Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (“Clery Act”) as amended by the Reauthorization of the Violence Against Women Act of 2013 (“VAWA”).

Sexual/gender-based misconduct or interpersonal violence, as defined in this document, constitutes forms of sex discrimination prohibited by Title IX, a federal civil rights law. This Policy applies regardless of the reporting party’s or responding party’s race, gender, disability, age, marital status, religion, color, sexual orientation, gender identity, national origin, or other legally protected status.

This Policy provides guidance for both reporting parties and responding parties, identifies supportive resources, outlines the College’s response to alleged incidents of sexual and gender-based misconduct, communicates the expectations of the College, and specifies departments within the College responsible for managing the Policy and programs associated with it.

To foster a climate of respect and security on campus, this Policy has been created for the purpose of and serves to demonstrate the College’s commitment to:

- Identifying the forms of conduct that violate this Policy;
- Disseminating clear procedures for responding to sexual/gender-based misconduct or interpersonal violence reported or reasonably known to the College;
- Delivering primary prevention and awareness programs and ongoing training and education campaigns so individuals may identify what behavior constitutes sexual/gender-based misconduct or interpersonal violence; understand how to report such misconduct; recognize warning signs of potentially abusive behavior and ways to reduce risks; and learn about safe and positive options for bystander intervention that may be carried out by an individual to prevent harm or intervene when there is a risk of misconduct;
- Engaging in an impartial, prompt, fair, and equitable investigative process to resolve reports of sexual/gender-based misconduct or interpersonal violence;
- Supporting reporting parties and responding parties and holding persons

- accountable for established violations of this Policy; and
- Providing a written explanation of the rights and options available to every student or employee that has been the victim of violations of this Policy, regardless of when or where the conduct occurred.

In addition, this Policy:

1. Identifies the College's Title IX Coordinator and Title IX Deputies and describes their roles in compliance with Title IX and the Clery Act.
2. Identifies how students and employees can report violations of this Policy to the College, the situations in which reports can be made confidentially, and what resources are available both on and off campus to aid them, including the right to notify local law enforcement or, be assisted by officials at Stonehill in contacting law enforcement, as well as their right also to decline to notify such authorities.
3. Provides information about how reports are assessed, investigated, and resolved.
4. Provides the College with a means to take all reasonable steps to identify violations of this Policy, prevent recurrence of the behavior outlined in this Policy, and to correct its discriminatory effects on the reporting party and others, as appropriate.

This Policy supersedes any conflicting information contained in other College policies with respect to the definitions or procedures relating to conduct prohibited by this Policy.

## JURISDICTION

This Policy pertains to acts of sexual/gender-based misconduct or interpersonal violence committed by any student, employee, or third party against another student, an employee, or a third party when:

1. the conduct occurs on College property or other property owned or controlled by the College;
2. the conduct occurs in the context of a College program or activity, including, but not limited to, College-sponsored study abroad, research, online, or internship programs; or
3. the conduct occurs outside the context of a College employment or education program or activity, but has continuing adverse effects on or creates a hostile environment on College property or other property owned or controlled by the College or in any College employment or education program or activity.

Generally, a claim of misconduct or interpersonal violence that is not sexual/gender-based in nature, but is related to a claim of sexual/gender-based misconduct or interpersonal violence will be investigated and decided under this Policy. The College retains the discretion to simultaneously investigate any conduct that is related to the sexual/gender-based misconduct in question using this Policy or any other appropriate Policy at the College. This may include, but is not limited to, any act of misconduct or interpersonal violence that is not sexual/gender-based in



nature that is alleged to have been committed in the same time frame or by the same individuals being investigated under this Policy.

## **NOTICE OF NON-DISCRIMINATION & NOTICE OF COORDINATION WITH OPPOSITION TO SEXUAL HARASSMENT AND OTHER FORMS OF DISCRIMINATION POLICY**

Stonehill College is committed to providing and promoting a learning and working environment that is free from sexual harassment and other forms of unlawful harassment and discrimination for everyone and does not discriminate on the basis of race, gender, disability, age, marital status, religion, color, sexual orientation, gender identity, national origin, or other legally protected status. The College does not discriminate on the basis of sex or gender in any of its education or employment programs and activities. This policy prohibits specific forms of behavior that may violate Title IX; relevant provisions of the VAWA; Title VII of the Civil Rights Act of 1964 (“Title VII”); the Clery Act; and M.G.L. ch. 151B - Unlawful Discrimination Because of Race, Color, Religious Creed, National Origin, Ancestry or Sex.

The College recognizes that it is important to coordinate this Policy with other existing policies related to harassment and discrimination knowing that harassment related to an individual’s sex, sexual orientation, gender identity, or gender expression can occur in conjunction with misconduct and harassment related to a person’s race, ethnicity, national origin, religion, age, pregnancy or parenting status, disability, or other protected status. Therefore, when a report is made of harassment or discrimination based on sex as well as harassment or discrimination based on some other protected status, the College’s response will be governed by the procedures referenced in this Policy. Questions about which policy applies in a specific instance should be directed to the Title IX Coordinator.

Employees should seek further information regarding equal opportunity, disability, harassment, discrimination and retaliation that **is not based on sex or gender** with:

**Lily Krentzman – Director of Human Resources/Title IX Coordinator**

320 Washington Street  
Easton, MA 02357  
508-565-1105

[lkrentzman@stonehill.edu](mailto:lkrentzman@stonehill.edu)

### **THE ROLE OF TITLE IX COORDINATOR, DEPUTIES & INVESTIGATORS**

The College has designated a Title IX Coordinator who is responsible for the oversight of this Policy and any procedures related to it. The Title IX Coordinator is responsible for overseeing and resolving all Title IX reports and identifying and addressing any patterns or systemic concerns that arise during the review of such reports. The Coordinator’s responsibilities include oversight of a prompt, fair, equitable investigation and resolution process for reports of violations of this Policy at the College. The Title IX Coordinator also evaluates trends on campus based on

information that has been reported and makes recommendations for campus- wide training and education programs, as well as other remedial actions, designed to prevent and/or eliminate sexual/gender-based misconduct and interpersonal violence, address its effects, and prevent its recurrence.

The Title IX Coordinator may designate a Deputy Title IX Coordinator to fulfill any role or activity set forth in this Policy. In this document, the term “Title IX Coordinator” also refers to the Title IX Deputy when functioning in the Coordinator role.

Title IX Investigators conduct thorough and impartial investigations into the facts of a case including interviewing the reporting party, responding party, witnesses, or others who may have relevant information, and collecting any other evidence deemed relevant to a case.

## EXAMPLES AND DEFINITIONS<sup>1</sup>

This Policy will use the term “reporting party” to refer to the person who is reported to be the victim of the sexual/gender-based misconduct or interpersonal violence. At times, when referring to a law enforcement process, the reporting party may also be referred to as a victim. We may use these words interchangeably.

Similarly, we will use the word “responding party” to refer to the person who the reporting party alleged caused or was complicit in the act(s) of sexual/gender-based misconduct or interpersonal violence.

### Gender-Based Harassment

Acts of verbal, nonverbal, or physical aggression; intimidation; or hostility based on gender or gender-stereotyping constitute gender-based harassment. Gender-based harassment can occur if individuals are harassed either for exhibiting what is perceived as a stereotypical characteristic of their sex or for failing to conform to stereotypical notions of gender expression. In order to constitute harassment, the conduct must be such that it has the purpose or effect of unreasonably interfering with an individual’s academic performance or creating an intimidating, hostile, demeaning, or offensive living or learning environment. Sexual assault constitutes an extreme form of gender-based harassment.

<sup>1</sup> NOTE: The definitions in this policy may differ from those used in the civil or criminal laws of the Commonwealth of Massachusetts. In some cases, the definitions include behaviors that, while not torts or crimes under Massachusetts law, still violate the College’s standards of conduct for faculty, staff, and students. In addition, certain conduct may be punishable under Massachusetts or federal criminal statutes, civil law, and College policy. These processes are separate and distinct from one another, however, but can run concurrently. The codification of Rape (generally) is located in Massachusetts Code MGL c.265, s.22 and may be accessed by visiting

<http://www.mass.gov/courts/case-legal-res/law-lib/laws-by-subj/about/rape.html#RapeGenerally>.

The offenses of domestic violence, harassment and stalking are codified in various statutes in the criminal code and may be accessed at: <http://www.mass.gov/courts/case-legal-res/law-lib/laws-by-subj/about/domviolence.html#MassachusettsLaw>. In absence of a College definition, the state definition will inform our application of the policy.

### Dating Violence

Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim.

- i. The existence of such a relationship shall be based on the reporting party's statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.
- ii. For the purposes of this definition dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse.

Examples may include, but are not limited to, the following:

- Slapping
- Pulling hair
- Punching
- Damaging one's property
- Driving recklessly to scare someone
- Harassment directed toward a current or former partner
- Threats of abuse such as threatening to hit, harm, or use a weapon on another (whether victim or acquaintance, friend, or family member of the victim), or other forms of verbal threats

### Domestic Violence

- i. A felony or misdemeanor crime of violence committed—
  - a. by a current or former spouse or intimate partner of the victim;
  - b. by a person with whom the victim shares a child in common;
  - c. by a person who is cohabitating with, or has cohabitated with, the victim as a spouse or intimate partner;
  - d. by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred; or
  - e. by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.

### Stalking

- i. Engaging in a course of conduct directed at a specific person that would cause a reasonable person to—
  - a. fear for the person's safety or the safety of others; or
  - b. suffer substantial emotional distress.

- ii. For the purposes of this definition—
  - a. Course of conduct means two or more acts, including, but not limited to, acts which the stalker directly, indirectly, or through third parties, by any action, method, device, or means follows, monitors, observes, surveils, threatens, or communicates to or about, a person, or interferes with a person's property.
  - b. Reasonable person means a reasonable person under similar circumstances and with similar identities to the victim.
  - c. Substantial emotional distress means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.

Such behaviors and activities may include, but are not limited to, the following:

- Non-consensual communication including face-to-face communication, telephone calls, voice messages, text messages, email messages and other forms of electronic communication, written letters, gifts or any other communications that are undesired and/or place another person in fear
- Use of online, electronic, or digital technologies including:
  - Posting of pictures or information to social media
  - Sending unwanted/unsolicited emails, voicemails, or chat requests
  - Posting private or public messages on internet sites, social networking sites, and/or bulletin boards that are implicitly or explicitly directed to an individual.
  - Installing spy-ware on an individual's computer or other electronic device
  - Using Global Positioning Systems (GPS) or other technology to monitor an individual
- Pursuing, waiting, or showing up uninvited at a workplace, place of residence, classroom, or other locations frequented by an individual
- Surveillance and other types of observation, whether by physical proximity or electronic means
- Trespassing on the property owned or being utilized by the reporting party.
- Vandalizing the personal property of the reporting party or an individual close to the reporting party.
- Non-consensual touching
- Direct physical and/or verbal threats against an individual or their loved ones
- Gathering information about an individual from family, friends, co-workers, and/or classmates
- Manipulative and controlling behaviors, such as threats to harm oneself or threats to harm someone close to the individual
- Defamation (lying to others about the individual, etc.)

### Sexual Misconduct

Stonehill College strictly prohibits sexual misconduct in all forms. Sexual misconduct includes the following:

- Non-Consensual Sexual Intercourse, which is the penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim.
- Non-Consensual Sexual Contact, which includes but is not limited to, the touching of the private parts of another person, without the consent of the victim, including instances

where the victim is incapable of giving consent because of their age or because of their temporary or permanent mental incapacity.

- Sexual Exploitation, which occurs when a student takes advantage of another without their consent for their own advantage or benefit, to benefit or advantage anyone other than the one being exploited, or behavior that does not otherwise constitute one of the other offenses specifically noted in this Policy. Examples of sexual exploitation include, but are not limited to:
  - Sexual exhibitionism
  - Prostitution or the solicitation of a prostitute, escort or the solicitation of an escort
  - Non-consensual video, photographing, or audio-recording of sexual activity and/or distribution of these materials without the consent of all parties via mediums such as the internet or cellular technologies
  - Going beyond the boundaries of consent (e.g. allowing people to watch consensual sex without knowledge of the participants)
  - Peeping or other voyeurism, which is the act of observing a person involved in sexual contact/activity, sexual intercourse, or in a state of undress without their knowledge or consent.
  - Knowingly transmitting a Sexually Transmitted Infection (STI) to another individual
- The use of drugs or alcohol to render another person physically or psychologically incapacitated as a precursor to or part of sexual activity.
- Sexual Harassment, which includes, but is not limited to:
  - Sexual advances, whether or not they involve physical touching
  - Requests for sexual favors in exchange for actual or promised job or academic benefits, such as favorable reviews, salary increases, promotions, increased benefits or academic advantages (also known as quid pro quo harassment)
  - Lewd or sexually suggestive comments, including jokes innuendos or gestures,
  - Stripping and/or the solicitation of stripping
  - Displaying sexually suggestive objects, pictures, magazines or cartoons
  - Commenting about or inappropriately touching an individual's body
  - Inquiries or discussion about an individual's sexual experiences or activities and other written or oral references to sexual conduct

For more information regarding sexual harassment, please see Policy E3.35 Opposition to Sexual Harassment.

Further, for information regarding consensual employee-student relations, see Policy E3.47 Employee-Student Consensual Relations. College policy generally prohibits employees from engaging in romantic or sexual relations with students who are enrolled at the College, even if the relationship is consensual.

## Consent

A person who wishes to engage in sexual activity must ensure that they have the consent of their partner. Consent means informed, freely, and voluntarily given agreement, communicated by clearly understandable words or actions, to participate in each form of sexual activity. Consent is mutually understandable when a reasonable person would consider the words or actions of the parties to have demonstrated agreement between them to participate in the sexual activity. In the

absence of mutually understandable words or actions, neither party should assume that it is permissible to engage in sexual activity.

Consent to some form(s) of sexual activity does not necessarily mean consent to other forms of sexual activity. Consent to sexual activity may be withdrawn at any time at which point all sexual activity for which consent has been withdrawn must cease. Acquiescence to sexual activity based on the use of fraud or force (actual or implied), whether that force be physical force, threats, coercion, is never consent.

Force is the use or threat of physical violence or intimidation to overcome an individual's freedom of will to choose whether or not to participate in sexual contact.

Coercion is verbal and/or physical conduct, including manipulation, intimidation, unwanted contact, and express or implied threats of physical, emotional, or other harm, that would reasonably place an individual in fear of immediate or future harm and that is employed to compel someone to engage in sexual contact.

Consent will not be assumed by silence, incapacitation due to alcohol or drugs, unconsciousness, sleep, physical impairment, or lack of active resistance. Consent may never be given by minors (for example, in Massachusetts, those not yet 16 years of age), mentally disabled persons, those who are unconscious, unaware or otherwise physically helpless, or those who are incapacitated as a result of alcohol or other drug consumption (voluntary or involuntary).

### Incapacitation

Incapacitation is a state beyond drunkenness or intoxication. A person is not necessarily incapacitated merely as a result of drinking or drugs. Incapacitation is a state in which an individual is unable to give consent because they lack the ability for self-care, i.e., the person lacks the capacity to understand the "who, what, when, where, why, or how" of the sexual interaction. The impact of alcohol and other drugs varies from person to person.

Individuals who initiate sexual activity must look for the common and obvious warning signs of incapacitation in their partner. Although every person may manifest signs of incapacitation differently, typical signs include slurred or incomprehensible speech, unsteady gait, combativeness, emotional volatility, vomiting, or incontinence. A person who is incapacitated may not be able to understand some or all of the following questions: "Do you know where you are?", "Do you know how you got here?", "Do you know what is happening?", "Do you know whom you are with?".

A person who knows or should have reasonably known that another person is incapacitated may not engage in sexual activity with that person. In evaluating consent in cases of alleged incapacitation, the College asks two questions: (1) *Did the person initiating sexual activity know that the other party was incapacitated?* and (2) *Should a sober, reasonable person in the same situation have known that the other party was incapacitated?* If the answer to either of these questions is "YES", consent was absent and the conduct is likely a violation of this Policy.



### Additional Clarification Regarding Sexual Misconduct

- While a person's non-verbal actions can constitute consent, verbal communication between two people is the best way to ensure that each person knows the intentions of the other person.
- Previous sexual relations or a current or past intimate/romantic relationship between two people is not the equivalent of consent to future sexual activity.
- Use of alcohol or other drugs does not excuse a violation of this Policy.
- Attempts to commit sexual misconduct and/or aiding the commission of sexual misconduct as an accomplice are also prohibited under this Policy.

Examples of behavior that demonstrate a lack of consent and may constitute sexual assault include the following:

- engaging in sexual activity with an unconscious or semi-conscious person;
- engaging in sexual activity with someone who is asleep or passed out;
- engaging in sexual activity with someone who has said "no" or has indicated lack of consent through non-verbal communication;
- engaging in sexual activity with someone who is vomiting, unable to stand without assistance, or has to be carried to bed;
- allowing another person to engage in sexual activity with your partner without their consent;
- requiring any person to perform any sexual activity as a condition of acceptance into an organization;
- telling someone you will "out" them if they don't engage in sexual activity (e.g., threatening to disclose the person's sexual orientation without their consent); or
- purchasing or providing alcohol or drugs for the specific purpose of facilitating or assisting in a sexual assault.

### Complicity

Complicity is any act taken with the purpose of aiding, facilitating, promoting, or encouraging the commission of any act listed above by another person or group of persons (such as a student organization).

## RELATED MASSACHUSETTS LEGAL DEFINITIONS

Sexual/gender-based misconduct and interpersonal violence cases are governed in accordance with this Policy and not by Massachusetts state law. However, students who believe they have been the victim of a crime may choose to pursue a criminal investigation through local law enforcement in addition to the adjudication of the case by the College. In those instances, Massachusetts law applies. Below are the definitions of Massachusetts crimes related to sexual/gender-based misconduct and interpersonal violence.

Domestic Violence: Massachusetts General Law chapter 209A, section 1 defines domestic abuse as "the occurrence of one or more of the following acts between family or household members: (a) attempting to cause or causing physical harm; (b) placing another in fear of imminent serious

physical harm; (c) causing another to engage involuntarily in sexual relations by force, threat or duress.”

"Family or household members", are persons who: (a) are or were married to one another; (b) are or were residing together in the same household; (c) are or were related by blood or marriage; (d) having a child in common regardless of whether they have ever married or lived together; or

(e) are or have been in a substantive dating or engagement relationship, which shall be adjudged by district, probate or Boston municipal courts consideration of the following factors: (1) the length of time of the relationship; (2) the type of relationship; (3) the frequency of interaction between the parties; and (4) if the relationship has been terminated by either person, the length of time elapsed since the termination of the relationship.

Dating Violence: Massachusetts does not have a specific “Dating Violence” law. Instead, other Massachusetts General Laws may apply such as Domestic Violence Law (see previous definition) or chapter 265, section 13A **Assault or Assault & Battery** may apply. Most people think that "assaulting" someone means hitting or striking them. Not so. Generally speaking, "assault" consists of a threat of some type of violence, not the actual bodily contact itself. A "battery" refers to the actual physical contact of another person without his or her consent. *No actual physical harm has to result for an assault & battery charge to be filed.*

<http://www.malegislature.gov/Laws/GeneralLaws/PartIV/TitleI/Chapter265/Section13a>

Sexual Assault: Massachusetts defines rape as (1) the penetration of any orifice by any body part or object (2) by force or threat of force and (3) without consent. Rape also includes instances where the victim is incapacitated (“wholly insensible so as to be incapable of consenting”) and the perpetrator is aware of the incapacitation.

<http://www.malegislature.gov/Laws/GeneralLaws/PartIV/TitleI/Chapter265/Section22;>

<http://masscases.com/cases/sjc/450/450mass583.html>

Consent: The voluntary agreement, demonstrated by words or actions, by a person with sufficient mental capacity to make a conscious choice to do something proposed by another, free of duress.

Commonwealth v. Lopez, 433 Mass. 722 (2001), Commonwealth v. Lefkowitz, 20 Mass. App. Ct. 513 (1985); see also:

<http://www.malegislature.gov/Laws/GeneralLaws/PartIV/TitleI/Chapter265/Section22;>

Stalking: Massachusetts General Law chapter 265, section 43 defines “Stalking” as “(1) willfully and maliciously engag[ing] in a knowing pattern of conduct or series of acts over a period of time directed at a specific person which seriously alarms or annoys that person and would cause a reasonable person to suffer substantial emotional distress, and (2) mak[ing] a threat with the intent to place the person in imminent fear of death or bodily injury.”

<https://malegislature.gov/Laws/GeneralLaws/PartIV/TitleI/Chapter265/Section43>

## OBTAINING PROTECTION AND SUPPORTIVE RESOURCES

Stonehill College encourages individuals to report incidents of sexual/gender-based misconduct and interpersonal violence to the College or to law enforcement authorities. The College respects that it is the individual's decision whether or not to report the incident and that an individual can change their mind at any time.

In certain circumstances where there may be an imminent threat of harm, the College may need to report an incident to law enforcement authorities even when a victim may not wish report.

Such circumstances include any incidents that warrant the undertaking of additional safety and security measures for the protection of the individual or the campus community. Additionally, in situations where the health and safety of the individual or campus community is at risk, it may be necessary to notify additional appropriate College officials.

### Protective Measures, Including Interim Measures

The College may take interim measures at any point before, during, and after an investigation has occurred. These measures may be both remedial (designed to address a reporting party's safety and well-being and continued access to educational opportunities) or protective (involving action against a responding party). Interim measures are designed to eliminate the sexual/gender-based misconduct and interpersonal violence, prevent its recurrence, and remedy its effects. These measures may include, but are not limited to, "no contact" orders, changes in housing assignment for the responding party and/or reporting party, academic accommodations, changes in supervisor or work location, removal from campus housing or grounds, social restrictions, changes in parking locations, increased security, and/or emotional and other support. Depending on the circumstances, an interim suspension, i.e. suspension from classes, work and other privileges or activities, or from the College, may also be instituted until resolution of a case.

Remedial measures are available regardless of whether a reporting party pursues a complaint or investigation under this Policy. The College will maintain the privacy of any remedial and protective measures provided under this Policy to the extent practicable and will promptly address any violation of the protective measures. The Title IX Coordinator has the discretion to impose or modify any interim measure based on available information and is available to meet with a reporting party or responding party to address any concerns about the provision of interim measures.

In some circumstances, a reporting party may also wish to seek an order of protection from a court of appropriate jurisdiction against the responding party. College officials are available to assist individuals with this process. Individuals may also seek restriction of access to the College by non-students or non-employees when appropriate.

Stonehill College is committed to providing individuals with the necessary safety and support services and reasonable accommodations. Crisis intervention and safety concerns will take precedence. Due to the complex nature of the situation, the individual may need assistance in obtaining one or more of the following:

- No-contact order
- Services of a S.H.A.R.E. Advisor (see S.H.A.R.E. Advisor section below)

- Change in an academic schedule
- Alternative housing and/or office accommodations
- Limiting public access to directory information
- Resources for medical, psychological, legal, visa/immigration and financial support

For assistance in obtaining these safety accommodations, students may contact the Title IX Coordinator (Director of Human Resources) at 508-565-1105 or the Title IX Deputy (Director of Community Standards) at 508-565-1323.

If safety is an immediate concern, individuals should contact Campus Police at 508-565-5555, or dial 911 for emergency assistance from local law enforcement.

### Supportive Resources

The College offers services to individuals who experience sexual/gender-based misconduct or interpersonal violence, even if they choose not to report the incidents, as well as to responding parties. Pastoral counselors, licensed professional counselors, and licensed medical professionals are confidential resources (see Confidentiality section) who are not obligated to notify the Title IX Coordinator of reports of sexual/gender-based misconduct or interpersonal violence. Other on-campus resources, such as those listed below, provide assistance in a safe, supportive, and private setting, but cannot keep reports of sexual/gender-based misconduct or interpersonal violence confidential.

Counselors and licensed medical professionals at a variety of departments/agencies both on and off campus can assist a person in deciding what steps to take, such as obtaining counseling, seeking medical attention, preserving evidence, and reporting to authorities. Information, support, and advice are available for anyone who wishes to discuss issues related to sexual/gender-based misconduct or interpersonal violence.

### On Campus Resources:

- Campus Ministry – 508-565-1487
- Campus Police – 508-565-5555 (Emergency) or 508-565-5100 (Non-Emergency)
- Counseling Services – 508-565-1331
- Health Services – 508-565-1307
- Human Resources – 508-565-1105
- Residence Life – 508-565-1290
- S.H.A.R.E. Advisors – a list of Advisors, with campus contact information, can be found at <https://www.stonehill.edu/offices-services/health-wellness/share-sexual-harassment-assault/share-advisors/>, after 4:30pm or over the weekend, contact Campus Police at 508-565-5100
- Student Affairs – 508-565-1363
- Title IX Coordinator/Deputies – refer to the reporting section of this Policy for a list of Coordinator/Deputies or contact the General Counsel's office at 508-565-1404
- Intercultural Affairs (visa/immigration resource) – 508-565-1409

- Student Financial Assistance – 508-565-1088
- Academic Services & Advising – 508-565-1306

#### Off-Campus Agencies:

- A New Day, Rape Crisis Center – 508-941-7400
- Signature Healthcare Brockton Hospital – 508-941-7000 (participates in the Sexual Assault Nurse Examiner Program, also called SANE)
- Easton Police Department – 911 for emergencies, 508-230-8632 for non-emergencies
- Brockton Police Department – 911 for emergencies, 508-941-0200 for non-emergencies
- Victim Rights Law Center – 617-339-6720 x19
- Massachusetts Bar Association Lawyer Referral Service – 866-627-7577
- Catholic Charities (legal/visa/immigration resource) – 508-587-0815
- Local counselors and clinicians- A comprehensive list of local providers is available at Counseling Services

#### Medical Attention

There are multiple options, both on and off campus as noted above, for a victim seeking treatment for injuries, preventative treatment for sexually transmitted infections, and other health services. Victims of sexual/gender-based misconduct or interpersonal violence should consider seeking medical attention as soon as possible at the closest emergency room. Victims who agree to have forensic evidence collection conducted as part of their care can locate hospitals with such emergency rooms in the Supportive Resources section of this Policy or by calling Campus Police, available 24 hours a day, at 508-565-5100 (non-emergency) or (508) 565-5555 (emergency). Signature Healthcare Brockton Hospital, which employs SANE (Sexual Assault Nurse Examiner) nurses, has the ability to complete a sexual assault evidence kit to preserve evidence that could be helpful in proving that a crime occurred or could be helpful in obtaining an order of protection.

In Massachusetts, a victim may request the collection of evidence even if the victim chooses not to make a report to law enforcement. If the victim chooses not to report to law enforcement, the Massachusetts Crime Lab will store the kit for six months while the victim determines whether or not to file a report, although extensions may be requested for victims who need more time to decide. A victim does not have to make a criminal complaint or decide whether to file criminal charges to have a sexual assault evidence kit collected; however, the reporting party must use their legal name.

It is important that a victim of sexual assault not bathe, douche, brush teeth, smoke, change clothes, or clean the bed/linen/area where the victim was assaulted if the offense occurred within the past 120 hours, so that evidence may be preserved. Eating and drinking should also be avoided if possible. In addition, if clothes are changed, soiled clothes should be placed in a paper bag, as plastic may destroy crucial evidence.

In circumstances of sexual assault, if victims do not opt for forensic evidence collection, health care providers still can treat injuries and take steps to address concerns of pregnancy (if

applicable) and/or sexually transmitted infections. Victims also are encouraged to preserve evidence including saving text messages, instant messages, social networking pages, other communications, as well as keeping pictures, logs, or other copies of documents if they have any that may be useful to College investigators or campus or local police.

As time passes, evidence may dissipate or become lost or unavailable, thereby making investigation, possible prosecution, disciplinary proceedings, or obtaining protection from abuse orders related to the incident more difficult. Victims who choose not to make a report regarding an incident should nevertheless consider speaking with Campus Police or local law enforcement to preserve evidence in the event that they change their mind at a later time.

### S.H.A.R.E. Advisors for Cases of Sexual/Gender-Based Misconduct or Interpersonal Violence

S.H.A.R.E. Advisors are a group of trained staff and faculty members who provide support and resource information to sexual/gender-based misconduct or interpersonal violence reporting parties and responding parties. Students can access a list of S.H.A.R.E. Advisors, with campus contact information, at <https://www.stonehill.edu/offices-services/health-wellness/share-sexual-harassment-assault/share-advisors/>, after 4:30pm or over the weekend, contact Campus Police at 508-565-5100. It is important to note that S.H.A.R.E. Advisors must report sexual/gender-based misconduct or interpersonal violence to the College if the individual has not already done so. S.H.A.R.E. Advisors always respect privacy, but are not “confidential” resources.

S.H.A.R.E. Advisors are trained and available to assist reporting parties and/or responding parties in a variety of ways, including:

- Assistance with emergency rape crisis treatment and emergency medical services, including accompanying the individual to the hospital, working with police, etc.
- Assistance, guidance, and support throughout the College investigative process and/or the criminal justice process
- Assistance in coordinating academic concerns, such as missed classes, assignments, or change of class section
- Assistance in contacting community resources, such as rape crisis centers or support groups
- General support and assistance as needed

While S.H.A.R.E. Advisors are available to assist, it is always the choice of the reporting party and responding party whether to utilize this support service.

### **PRIVACY AND CONFIDENTIALITY**

The College is committed to protecting the privacy of all individuals involved in the investigation and resolution of a report under this Policy. The College also is committed to providing assistance to help students, employees, and third parties make informed choices. With respect to any report under this Policy, the College will make reasonable efforts to protect the privacy of participants, in accordance with applicable state and federal law, while balancing the need to gather information to



assess the report and to take steps to eliminate conduct that violates this Policy, prevent its recurrence, and remedy its effects.

Privacy and confidentiality have distinct meanings under this Policy.

### Privacy

Privacy means that information related to a report of violations of this Policy will be shared with a limited circle of College employees who “need to know” in order to assist in the assessment, investigation, and resolution of the report. All employees who are involved in the College’s response to reports of violations of this Policy receive specific training and guidance about sharing and safeguarding private information in accordance with state and federal law. Further, the College will maintain as private any accommodations or protective measures provided to any individual to the extent that maintaining such confidentiality would not impair the College’s ability to provide the accommodations or protective measures.

The privacy of student education records will also be protected in accordance with the Family Educational Rights and Privacy Act (“FERPA”). All documentation related to a student’s report, investigation, and resolution are protected by FERPA and will not be released, except as required by law. Non-identifying information about a report may be shared with the Chief of Campus Police or designee to comply with the Clery Act (statistical information only). A reporting party’s name will never be published in connection with the College’s obligations under the Clery Act.

In addition, the College does not publish identifiable information regarding victims in the College’s Daily Crime Log or online. In addition, any person, may request that their directory information on file be removed from public sources by contacting the Title IX Coordinator.

### Confidentiality

Confidentiality exists in the context of laws that protect certain relationships, including with medical and clinical care providers, mental health providers, counselors, and ordained clergy, all of whom may engage in confidential communications under Massachusetts law. The College has designated individuals who have the ability to have privileged communications as “Confidential Employees.”

When information is shared by an individual with a Confidential Employee or a community professional with the same legal protections, the Confidential Employee (and/or such community professional) cannot reveal the information to any third party except when an applicable law or a court order requires or permits disclosure of such information. For example, information may be disclosed when: (i) the individual gives written consent for its disclosure; (ii) there appears to be a risk of immediate harm to self or others; or (iii) the information concerns conduct involving suspected abuse or neglect of a minor under the age of 18.

The following classifications of individuals are Confidential Employees under College policy. Please note, however, that if you disclose information that you wish to remain confidential to para-professional staff, such as administrative assistants, they may be required by law to pass along the report to Campus Police or a Title IX Coordinator.

*Licensed Professional Counselors* with the Commonwealth of Massachusetts whose official College responsibilities include providing mental health counseling to members of the campus community are not required by Title IX to report any information regarding an incident of sexual/gender-based misconduct or interpersonal violence to the Title IX Coordinator or other College officials.

*Licensed Medical Professionals* who are registered with the Commonwealth of Massachusetts and whose official College responsibilities include providing health services to members of the campus community are not required by Title IX to report any information regarding an incident of sexual/gender-based misconduct or interpersonal violence to the Title IX Coordinator or other College officials.

*Athletic Trainers* with NATABOC certification and who are licensed by the Commonwealth of Massachusetts and whose official College responsibilities include the evaluation and treatment of student athletes; determining the appropriate application of emergency procedures; and providing first aid as needed are not required by Title IX to report any information regarding an incident of sexual/gender-based misconduct or interpersonal violence to the Title IX Coordinator or other College official.

*Pastoral Counselors* who are ordained clergy and whose responsibilities include providing spiritual counseling to members of the campus community are not required by Title IX to report any information regarding an incident of sexual/gender-based misconduct or interpersonal violence to the Title IX Coordinator or other College officials.

In order to identify patterns or systemic issues related to violations of this policy, the College will collect non-identifying aggregate data from the College's LPCs, pastoral counselors, athletic trainers, and health care providers, as well as the local advocacy center. All personally identifiable information will remain confidential.

## EMPLOYEE REPORTING RESPONSIBILITIES

Every faculty, staff, and volunteer on campus who works with students or minors, and every person identified as a Campus Security Authority (CSA) under the Clery Act must immediately report to the Title IX Coordinator any violations of this Policy reported to them or observed by them, including the name of the reporting party and responding party, if known, and all known details. The only College members that are exempt from reporting violations of this Policy are licensed counselors, licensed medical professionals, pastoral counselors, and athletic trainers employed in such capacities (Confidential Employees). The College requires everyone in the

campus community, including Confidential Employees, to report the suspected abuse of children (those under the age of 18).

Disclosures of violations of this Policy that are made at public awareness events such as “Take Back the Night,” the Clothesline Project, candlelight vigils, protests, “survivor speak outs,” or other forums are not considered a report or notice to the College for purposes of triggering the College’s obligation to investigate any particular incident(s). Such events may, however, inform the need for campus-wide education and prevention efforts, and the College will provide information about Title IX and Clery rights at these events. Similarly, information disclosed during a student’s participation as a subject in an Institutional Review Board-approved human subjects research protocol (“IRB Research”) not considered a report of a violation of this Policy or notice to the College of a violation of this Policy for purposes of triggering the College’s obligation to investigate any particular incident(s). Institutional Review Boards may, in appropriate cases, require researchers to provide such information to all student subjects of IRB Research.

## OPTION TO NOT PARTICIPATE BY REPORTING PARTY

Students have the right under federal law (Title IX) to expect that reports of sexual/gender-based misconduct or interpersonal violence will be taken seriously by the College. In accordance with federal law, the College investigates all reports of sexual/gender-based misconduct or interpersonal violence made to any College official. Any time the College becomes aware of a possible case of sexual/gender-based misconduct or interpersonal violence, the College has an obligation to investigate.

Where the reporting party requests that the College not pursue an investigation or when the reporting party opts not to participate in the investigative process, the College must balance these factors with the College’s responsibility to provide a safe and non-discriminatory environment for all College community members. The College, through the Title IX Coordinator, will take all reasonable steps to investigate and respond to the report, but its ability to do so may be limited by the request to not investigate or the decision to not participate in the process.

Under these circumstances, the reporting party’s request to not investigate will be balanced against the following factors:

- the seriousness of the conduct;
- the respective ages and roles of the reporting party and responding party;
- whether there have been other reports of violations of this Policy involving the responding party;
- whether the circumstances suggest there is a risk of the responding party committing additional violations of this Policy;
- whether the responding party has a history of arrests or records indicating a history of violence;
- whether the report indicates the responding party threatened further sexual violence or other violence against the reporting party and other individuals involved;
- whether the reported conduct was committed by multiple individuals;
- whether the circumstances suggest there is a risk of future violations of this Policy under similar circumstances;
- whether the reported conduct was perpetrated with a weapon;

- whether the College possesses other means to obtain relevant evidence (e.g., security cameras or personnel, physical evidence); and
- the responding party's right to receive information if such information is maintained in an "education record" under FERPA.

Where the College is unable to take action consistent with the decision by the reporting party to not participate, the Title IX Coordinator will inform the reporting party about the College's chosen course of action. In cases when the College determines the need to move forward with an investigation, the reporting party will not be required to participate in the process. An alternative course of action may include steps to eliminate the effects of violations of this Policy and prevent its recurrence that do not involve formal disciplinary action against a responding party or revealing the identity of the reporting party.

## REPORTING SEXUAL/GENDER-BASED MISCONDUCT OR INTERPERSONAL VIOLENCE

A person who experiences sexual/gender-based misconduct or interpersonal violence is encouraged to report the incident. Every reporting party reporting to the Title IX Coordinator/Deputy or Campus Police will be provided with written information regarding their rights and available resources.

Several reporting options are available:

1. **Report to the College:** Students can report sexual/gender-based misconduct or interpersonal violence to a College official, such as officials within Student Affairs or Campus Police, Resident Assistants, Residence Directors, a Title IX Coordinator, or a Title IX Deputy. The College Title IX Coordinator and Deputies are:

**Lily Krentzman – Director of Human Resources/Title IX Coordinator**

320 Washington Street

Easton, MA 02357

508-565-1105

[lkrentzman@stonehill.edu](mailto:lkrentzman@stonehill.edu)

**Michael Labella – Director of Community Standards/Title IX Deputy**

320 Washington Street

Easton, MA 02357

508-565-1323

[mlabella@stonehill.edu](mailto:mlabella@stonehill.edu)

**Cindy MacDonald – Senior Associate Director of Athletics/Title IX Deputy**

320 Washington Street

Easton, MA 02357

508-565-1384

[cmacdonald@stonehill.edu](mailto:cmacdonald@stonehill.edu)

When a report is made, the Title IX Coordinator or Deputy will assess the complaint to determine whether or not the complaint falls under the jurisdiction of this Policy. If so, it will be assigned for investigation. A Title IX Investigator or Investigators (depending on the complaint and/or as determined by the Title IX Coordinator) will investigate the complaint and submit a report containing factual findings and a determination of policy violation based on the preponderance of evidence standard.

In the event of a possible criminal investigation, the reporting party may also request that Campus Police attend their interviews.

Every staff member and investigator involved in the intake or resolution of complaints will be annually trained on how to conduct an investigation that protects the safety of individuals and promotes individual accountability.

A criminal investigation would occur concurrently with the Title IX investigation, but it is separate and distinct from the Title IX investigation. The College will not wait for the outcome of any criminal investigation to undertake an administrative Title IX investigation, but can delay the administrative investigation for up to 10 days to allow law enforcement to conduct initial fact finding. In the event a further delay is required, the parties will be notified as appropriate after ten days.

2. **Report to Easton Police Department:** Students can contact the Easton Police Department at 508-230-3322 (Non-Emergency) or by dialing 911 from a cell phone for emergencies. If the individual would like assistance in contacting the Easton Police, Campus Police can assist.
3. **Report to both the College and the Easton Police Department:** See options 1 and 2.
4. **Make an Anonymous Report:** Students who wish to anonymously inform the College of sexual/gender-based misconduct or interpersonal violence may file an incident report online through the College's Sexual Assault and Title IX Resources web page. The information provided to the College in this manner will only be used for Clery Act data collection and will be kept confidential. While the College will investigate anonymous

reports in accordance with federal law, anonymous reports may significantly limit the College's ability to conduct an effective investigation.

5. **Take No Action:** Students have the right not to file a report, yet they are highly encouraged to seek medical attention and counseling. Students who wish to report at a later date may do so by utilizing any of the options above. However, please note that a delay in reporting could create obstacles to the College's process for stopping harassment/discrimination, remedying its effects, and preventing recurrence as well as potentially weakening evidence that could be useful in determining whether prohibited conduct occurred.

## THE INVESTIGATION AND DISCIPLINARY PROCESS FOR SEXUAL/GENDER-BASED MISCONDUCT AND INTERPERSONAL VIOLENCE

The College will take appropriate actions to ensure that investigations of sexual/gender-based misconduct or interpersonal violence complaints are completed in a prompt and equitable manner, with a dedication to impartial fact finding. Timeframes for the major stages of the formal investigation process are normally as follows:

- Deputy Title IX Coordinator will send a charge letter, if appropriate, within 5 business days of completing the initial meetings with the parties;
- investigation will commence no sooner than 3 days after issuance of the charge letter;
- investigator will complete the investigative report within 60 days of commencing the investigation;
- parties are provided 7 days to respond to the investigative report;
- Assistant Vice President for Student Affairs/Dean for Students will notify the parties of the outcome within 5 business days of accepting the investigative report;
- either party may submit an appeal within 5 business days of being notified of the outcome; and
- Vice President for Student Affairs will notify the parties of the outcome within 20 days of the appeal being submitted.

Any requests for extensions must be made in writing.

While the College endeavors to follow these timeframes, the fairness and thoroughness of the process are paramount. As such, circumstances may require that some stages of the investigation extend beyond the designated timeframes. Such circumstances may include the complexity and scope of the allegations and the investigation, the number and availability of witnesses, the effect of a criminal complaint, or any intervening College breaks or holidays. In these circumstances, the Investigator or other responsible employee must notify the General Counsel in writing of the rationale for the requested extension. If the extension is granted, the Investigator or other responsible employee will notify both parties.

Formal rules of process, procedure, or rules of evidence such as those applied in criminal or civil courts are not used in Title IX investigations; however, the College does utilize a preponderance of the evidence standard when conducting investigations. The preponderance of the evidence standard is based in civil law and requires the investigator to determine whether the evidence shows it is more likely than not the alleged incident occurred. In determining whether the standard has been met, the Investigator must consider the totality of the evidence presented.

Where appropriate, the College, upon the recommendation by the Title IX Coordinator, may attempt to resolve allegations of violations of the Policy by taking immediate and corrective action to stop the conduct, address its effects, and prevent recurrence without a formal investigation and determination that a violation of the Policy has occurred. Participation in the informal resolution is voluntary and either party can request to end the informal process at any time and request a formal investigation. In some instances, and at any time, the College, on its own, may determine that informal resolution is no longer appropriate, in which case, the College will notify the parties that it is ending the informal resolution process and initiating a formal investigation. Please note that complaints alleging sexual misconduct, including sexual assault and nonconsensual sexual touching, or other forms of physical violence, are not appropriate for informal resolution and must proceed directly to a formal investigation.

Reports of sexual/gender-based misconduct or interpersonal violence will be referred to one or more of the College's Title IX Investigators, who will investigate the allegation. Upon review of the complaint, the Title IX Investigator may recommend to the Title IX Coordinator or Deputy that interim restrictions be put into place. The Title IX Coordinator or Deputy may also issue interim restrictions on their own. Interim restrictions may include, but are not limited to, no-contact orders, changes in housing accommodations, changes in academic schedule and accommodations, residence hall suspension, campus restrictions, and College suspensions.

These actions may be instituted at any point during the investigation process.

Reporting parties and responding parties are permitted to submit to the Title IX Investigator potential witness names and questions to be asked during the investigative process. The Investigator will assess the appropriateness and relevance of the questions and witness names submitted.

Generally, in regards to sexual misconduct cases, questions, statements, or information about the sexual history of the reporting party with anyone other than the responding party will not be considered relevant.

The Title IX Coordinator or Deputy may assist the Title IX Investigators in coordinating meetings with the reporting party, responding party, and witnesses. Members of the College community are expected to participate in the Title IX process if they are identified as a relevant witnesses. Title IX Investigators will make reasonable attempts to coordinate meetings with witnesses who are not members of the College community.



Upon completion of the investigation, the Investigator will offer to meet with the reporting party and responding party separately to discuss (post fact finding but before a recommendation has been made with regard to responsibility) the facts gleaned in the matter and to offer a final opportunity to the parties to ensure both have been afforded the opportunity to present all relevant witnesses and evidence before the finding is reached. If no further evidence is presented and the facts that will be used to reach the outcome are shared with the parties, the final report will be submitted to the Associate Vice President for Student Affairs/Dean of Students. The report will contain factual findings and a determination of policy violation as to the original claim and/or any lesser offense. For example, if a reporting party alleges that the responding party committed sexual assault, the Investigator(s) could conclude that the responding party is not responsible for sexual assault, but is responsible for sexual harassment. The Associate Vice President for Student Affairs/Dean of Students will determine if the facts gleaned in the investigation do indeed align with the findings offered by the Investigator and will then issue a formal decision in the matter, including sanctions.

The College will disclose, in writing, the final results of any institutional adjudication conducted to the responding party, as well as to the reporting party (or if the individual is deceased as a result of such crime or offense, to the next of kin) of any violent crime or non-forcible sex offense. Additionally, the results of the initial outcome and the appeal outcome (if an appeal is sought) will be provided in writing and simultaneously to both the reporting party and responding party in every complaint of sexual assault, dating violence, domestic violence or stalking. The notice of outcome will include the outcome, the reason for the outcome, and the sanction associated with the outcome.

## STATEMENT OF RIGHTS FOR THOSE INVOLVED IN INCIDENTS OF SEXUAL/GENDER-BASED MISCONDUCT OR INTERPERSONAL VIOLENCE

It is the goal of Stonehill College to ensure that students have access to needed resources, services, and information. The College assures all students involved in incidents of sexual/gender-based misconduct or interpersonal violence will:

1. Be notified of available spiritual and personal counseling, mental health, medical, or other student resources, both on campus and in the community, as appropriate.
2. Receive notification of options for and available assistance in changing academic and living situations after an alleged incident of sexual/gender-based misconduct or interpersonal violence, if so requested and if such changes are reasonably available (no charges or investigation, campus or criminal, need to occur before this option is available).
3. Have the matter investigated in a prompt manner by annually trained investigators.
4. Have the matter handled in accordance with College policy.
5. Be offered a S.H.A.R.E. Advisor to be present at any time during the investigation.
6. Be accompanied by an advisor of choice to any meeting or disciplinary proceeding in which the reporting party or responding party is required to be present. Individuals who are witnesses to the incident or are otherwise involved in the matter cannot serve as advisors. An advisor may not directly address the Title IX Investigators or otherwise participate actively in the investigation. The College will not delay the investigation or

determination of the outcome based on the availability of an advisor.

7. Be allowed to submit potential witness names for consideration and be informed of all witnesses being interviewed.
8. Be allowed to submit questions for the Investigator to ask during the investigation.
9. Be allowed to review and respond to pertinent evidence received.
10. Be allowed to review and respond to the investigative report before it is submitted to the Associate Vice President for Student Affairs/Dean for Students.
11. Not have irrelevant prior sexual history admitted into the investigation.
12. Be notified in writing within 5 business days of the formal decision of the Associate Vice President for Student Affairs/Dean of Students.
13. Be allowed to appeal the decision in accordance with the standards for appeal.
14. Be free from any behavior that may be construed by the College to be intimidating, harassing, or retaliatory and have the College respond promptly to any such report to stop it and appropriately discipline any party who engaged in retaliatory conduct.

### Rights Specific to a Reporting Party

The College assures that all students making a complaint of sexual/gender-based misconduct or interpersonal violence will:

- Have the option of choosing to whom the complaint is made (the College, local law enforcement, or both). The reporting party can also choose not to participate in an investigation; however, the College will investigate any report it deems necessary to protect the safety of the College community or in compliance with applicable law.

### Rights Specific to a Responding Party

The College assures that all students accused of an incident of sexual/gender-based misconduct or interpersonal violence will:

- Be notified of a report of sexual/gender-based misconduct or interpersonal violence in accordance with College policy. Such notice will include sufficient details and allow for sufficient time to allow the responding party to prepare a response before any initial interview.

## RETALIATION

The College encourages students to report all incidents of sexual/gender-based misconduct or interpersonal violence. Any threat of retaliation against a reporting party, responding party, or witness, or other attempts to prevent the reporting of an incident of sexual/gender-based misconduct or interpersonal violence or cooperation with the investigation is itself prohibited and will result in a subsequent and separate investigation. Retaliation includes, but is not limited to, intimidation, threats, coercion, and any adverse action. Adverse action includes, but is not limited to, hiring, firing, promotions, demotions, compensation, benefits, grading, pressure to withdraw from a class or student organization, ignoring, and refusing requests for assistance.

## AMNESTY

Individuals may be hesitant to report the occurrence of sexual/gender-based misconduct or interpersonal violence to the College because they are concerned that they themselves, or witnesses to the misconduct, may be charged with violations of the alcohol and other drug policy. While these behaviors are not condoned by the College, the need to address instances of alleged sexual/gender-based misconduct or interpersonal violence will take precedent.

Accordingly, in these cases, the College will not pursue disciplinary action against a student who reports, in good faith, to be the victim of, or witness to, sexual/gender-based misconduct or interpersonal violence.

## APPEALS

A responding party or reporting party may submit a request for an appeal of a decision resulting from a Title IX investigation no later than five business days after receiving the decision in writing. The request for an appeal is to be submitted in writing to the Vice President for Student Affairs, who will consider the request.

Appeals will be considered based on the following criteria:

1. Failure to follow the process or procedures outlined within this Policy, which resulted in significant prejudice such that it impacted the outcome. Minor deviations from designated procedures will not be the basis for sustaining an appeal unless significant prejudice results.
2. New information that was not known to the parties at the time of the investigation. Appellate decisions are final.

## Sexual Assault, Domestic Violence, Dating Violence, Stalking, and Sexual Harassment Education and Prevention

The College is committed to annually providing intentional and comprehensive primary and ongoing education and awareness programs, initiatives, strategies, and campaigns aimed at the eradication of sexual/gender-based misconduct and interpersonal violence, including dating violence, domestic violence, stalking, and sexual assault. The College will work to ensure that all programs are culturally relevant, inclusive of diverse communities and identities, sustainable,

responsive to community needs, and informed by research or assessed for value, effectiveness, or



outcome. The College will also consider environmental risk and protective factors as they occur on the individual, relationship, institutional, community, and societal levels. The programs shall include both primary prevention and awareness programs directed at incoming students and ongoing prevention and awareness campaigns directed at current students. In addition, the College will evaluate on an ongoing basis, all policies and procedures related to sexual/gender-based misconduct or interpersonal violence.

Stonehill College offers educational programming throughout the year. The following is a list of some of the primary prevention and on-going awareness programs, pertaining to sexual assault, domestic violence, dating violence, and stalking that were offered to faculty, staff and students throughout 2017. It is not all inclusive list. The Health & Wellness Department maintains a more extensive and detailed list of programs which includes specialized training for Resident Assistants (RA's), Peer Mentors, Title IX Coordinators & Investigators, members of Campus Counseling, Health Services, and other staff members and student leaders. The Health & Wellness document also contains information on campus climate surveys, committee meetings, college policy review meetings, resource and wellness fairs and more. In addition, the General Counsel's Office provides annual employee training for Campus Security Authorities (CSA's), Responsible Employees under Title IX, as well as annual Sexual Harassment training.

1. **Bystander Intervention Program** teaches students and employees how to engage in safe and positive options for intervening. Training sessions were held on Apr 17, May 5 & 24, Aug 17, 21, 23, 24, 25, 28, 29, 30, 31, Sept 2, 5, 6, 7, 8, 9, 11, 14 and Oct 2.
2. **One Love Dating Violence Program** covers the topics of domestic violence, dating violence and stalking. This program was offered on: Apr 25, May 5, Aug 24 and Sept 22.
3. **Rape Aggression Defense (RAD)** is a self-defense program offered to women. RAD teaches awareness and prevention of sexual assault, domestic violence, dating violence, and stalking and also offers physical self-defense techniques. RAD is a 12-hour course and was offered in Feb.
4. **Healthy Relationships** is a program that talked about interpersonal violence prevention, healthy vs unhealthy relationships and domestic violence. This program was offered on Feb 13-17.
5. **"It's on Us campaign"** is a national prevention and awareness campaign regarding dating violence, domestic violence and sexual assault on college campuses. This was sponsored by the Student Government Association and took place on Feb 22.
6. **Take Back the Night Week** took place on Apr 3-7, These were a series of programs that covered the topics of healthy relationships, consent, sexual assault, domestic/dating violence, and stalking.
7. **New Student Orientation** for fall 2017. Primary programming directed at new and incoming students reviewed the College's Opposition to Sexual and Gender-Based Misconduct and Interpersonal Violence Policy and the issue of consent. Also offered during this time was the



“No Zebras” program, Multiple Bystander Intervention classes, “alcohol Edu”, the Haven Sexual Assault Program, “Healthy vs Unhealthy Relationships” program, and the “One Love” dating violence program.

8. **"No Zebras"** is a sexual assault and dating violence prevention presentation offered at orientation on Aug 27 for first year and incoming students.
9. **Haven Sexual Assault Prevention Program** is a mandatory on-line learning program that addresses the critical issues of sexual assault, relationship violence, and stalking. This interactive course is designed to engage and empower students to create safe and healthy campus environments. This was required during the fall for new and first year students.
10. **AlcoholEDU for College** is a personalized, non-judgemental research-based on line alcohol abuse prevention course for young adults. This course covers sexual assault, relationship violence, stalking and harassment. It's mandatory in the fall for new and first year students.
11. **Healthy vs Unhealthy Relationships:** Sponsored by the Health & Wellness Office and the Sociology Department. This program involved discussion about healthy vs unhealthy relationships, signs of abusive relationships, and incorporated the One Love Dating Violence Prevention Workshop into this training. Offered on Sept 6.
12. **How to Support Survivors of Sexual Assault:** This program advised students how they can support a friend who has experienced sexual violence. Offered on Oct 24.
13. **Domestic Violence Prevention Week** - Oct 2-6 offered several programs including; the "White Ribbon" Campaign, a Dating and Domestic Violence Awareness Resource Fair, A Psychological Abuse Prevention Workshop and Luncheon, a Bystander Intervention Training, and two “One Love” Dating Violence Prevention Trainings.

Risk reduction means options designed to decrease perpetration and bystander inaction, and to increase empowerment for victims in order to promote safety and to help individuals and communities address conditions that facilitate violence.

Bystander intervention means safe and positive options that may be carried out by an individual or individuals to prevent harm or intervene when there is a risk of dating violence, domestic violence, sexual assault or stalking. Bystander intervention includes recognizing situations of potential harm, understanding institutional structures and cultural conditions that facilitate violence, overcoming barriers to intervening, identifying safe and effective intervention options, and taking action to intervene.

### **Sanctions for Violating the College's Community Standards**

1. In determining a sanction, the AVPSA/Dean of Students, or designee, may consider the student's present demeanor, past student conduct record, the nature of the misconduct, and the severity of any damage, injury, or harm resulting from the misconduct or other factors.
2. The College has a special concern for incidents in which persons are mistreated on the basis of race, gender, disability, age, marital status, religion, color, sexual orientation,

gender identity, national origin, or other legally protected status. Such incidents negatively impact not only individuals, but also the free and open academic environment of the College. More severe sanctions are appropriate for such misconduct.

3. Sanctions do not become effective until the appeal process is completed.
4. The AVPSA/Dean of Students, or designee, may impose the following sanctions upon any student found to have violated the Community Standards.
  - a. Warning: A notice that the student is violating or has violated College regulations, must cease the conduct immediately, and that continuation or repetition of wrongful conduct may be cause for more severe disciplinary action.
  - b. Parental Notification: The College may notify parents/guardians when students have been found responsible for violating the College's drug policy, when students under the age of 21 have been found responsible for violating the alcohol policy, when there is a serious health or safety issue regarding a student, or if a student's residency or student status is in jeopardy.
  - c. Loss of Privileges: Denial of specified privileges for a designated period of time.
  - d. Restriction: Denial of access to any campus facility, activity, class, or program. This includes no-contact orders.
  - e. Fines: Financial sanction.
  - f. Restitution: Compensation for loss, damage, or injury. This may take the form of appropriate service or monetary or material replacement.
  - g. Community Restitution Project: Assignment of an appropriate service project that will benefit the College community, responsible student, or others.
  - h. Educational Program/Project: Required attendance at an educational workshop or completion of an educational project that will benefit the College community, responsible student, or others.
  - i. Assessment: A student may be referred to Counseling Services, Health Services, or other appropriate office or local agency for consultation or assessment.
  - j. Disciplinary Probation: A period of time during which a student may be excluded from participation in all social and extracurricular activities such as representing the College, participating in athletics, SGA, or study abroad.
  - k. Relocation of Residence: Required assignment to another residence area.
  - l. Deferred Suspension from Residency: Warning that if the student is found responsible for violating the Community Standards during a specific period of time, the student may be immediately removed from the residence halls for a specific period of time after which the student may reapply for housing. Reapplication for housing does not guarantee immediate placement. Conditions for returning to the residence halls may be specified.
  - m. Suspension from Residency: Separation of the student from the residence halls for a specific period of time, after which the student may reapply for housing. Reapplication for housing does not guarantee immediate placement. Conditions for returning to the residence halls may be specified.
  - n. Residence Hall Dismissal: Permanent separation of the student from the residence halls.
  - o. Deferred College Separation: A warning that if the student is found responsible for violating the Community Standards during a specific period of time, the student may be immediately separated from the College for a specific period of time after which the student may reapply. Conditions for readmission may be

- specified.
- p. College Separation: Students who have been separated from the College for a period of time must meet with the Associate Vice President for Student Affairs/Dean of Students or designee at least two weeks prior to the readmission deadline to review any outstanding sanctions and the readmission process. Students who have completed all assigned sanctions or made sufficient progress, as determined by the Associate Vice President for Student Affairs/Dean of Students or designee, may be conditionally approved to register for the following semester; however, students must then meet all stated requirements in order to return to the College and officially resume residency and/or coursework.
  - q. Deferred College Dismissal: Warning that if the student is found responsible for violating the Community Standards during a specific period of time, the student may be immediately dismissed from the College.
  - r. College Dismissal: Permanent separation of the student from the College.
  - s. Revocation of Admission or Degree: Admission to the College or a degree awarded from the College may be revoked for fraud, misrepresentation, or another violation of the Community Standards in obtaining the degree or for other serious violations committed by a student after admission or prior to graduation.
  - t. Withholding Degree: The College may withhold awarding a degree otherwise earned until the completion of the student conduct process set forth in the Student Conduct Process, including the completion of all sanctions imposed, if any.
  - u. Student Organization Recognition in Jeopardy: A delayed removal of recognition as a recognized student organization. Any proven violation during a specific period of time may result in the student organization's immediate loss of recognition for a specified period of time.
  - v. Loss of Recognition: During a specific period of time, a recognized student organization may not associate itself with the College by using the College name, facilities, or other rights and privileges of recognized student organizations after which the group may reapply for recognition. There is no guarantee re-recognition will be granted. If re-recognition is granted, conditions for re-recognition may be specified. Other sanctions may be imposed instead of or in addition to those specified above. In addition to the above sanctions, student conduct that warrants action within the Student Conduct Process may result in forfeiture of all Stonehill scholarships, financial aid or monies paid.
- 5. More than one of the sanctions listed above may be imposed for any single violation.
  - 6. A campus department, separate from the Student Conduct Process, may place a restriction on a student found responsible for violating the Community Standards such as an inability to participate in the housing selection process, restrictions for athletes, or the denial of study abroad, campus parking, or other privileges.

## **Sanctions for Student Violations**

Sanctions have been developed to educate students and ensure an environment that supports the academic mission of the College. Some sanctions have been developed to respond to repeated violations during a student's career. Sanctions listed are possible outcomes. In determining a sanction, the AVPSA/Dean of Students, or designee, may consider the student's present



demeanor, past student conduct record, the nature of the misconduct, and the severity of any damage, injury, or harm resulting from the misconduct as well as any other factor.

First Alcohol Violation in Career	<ul style="list-style-type: none"> <li><input type="checkbox"/> Educational program;</li> <li><input type="checkbox"/> Community restitution project;</li> <li><input type="checkbox"/> Warning;</li> <li><input type="checkbox"/> Fine;</li> <li><input type="checkbox"/> Parental notification for students under the age of 21.</li> </ul>
Second Alcohol Violation in Career	<ul style="list-style-type: none"> <li><input type="checkbox"/> Alcohol assessment and completion of recommendations;</li> <li><input type="checkbox"/> Educational program;</li> <li><input type="checkbox"/> Community restitution project;</li> <li><input type="checkbox"/> Fine;</li> <li><input type="checkbox"/> Weekend restrictions;</li> <li><input type="checkbox"/> Disciplinary probation; or Deferred suspension from residency;</li> <li><input type="checkbox"/> Parental notification.</li> </ul>
Third Alcohol Violation in Career	<ul style="list-style-type: none"> <li><input type="checkbox"/> Alcohol assessment and completion of recommendations;</li> <li><input type="checkbox"/> Educational program;</li> <li><input type="checkbox"/> Suspension from residency for 16 consecutive academic weeks;</li> <li><input type="checkbox"/> Deferred separation from residency or the College; or Suspension from residency</li> <li><input type="checkbox"/> Parental notification.</li> </ul>
Fourth Alcohol Violation in Career	<ul style="list-style-type: none"> <li><input type="checkbox"/> Suspension from residency; or Separation from the College;</li> <li><input type="checkbox"/> Parental notification.</li> </ul>
Common Source Violation	<ul style="list-style-type: none"> <li><input type="checkbox"/> Alcohol assessment and completion of recommendations;</li> <li><input type="checkbox"/> Educational program;</li> <li><input type="checkbox"/> Status as a residential student in jeopardy;</li> <li><input type="checkbox"/> Parental notification.</li> </ul>
Excessive Amount of Alcohol Violation	<ul style="list-style-type: none"> <li><input type="checkbox"/> Alcohol assessment and completion of recommendations;</li> <li><input type="checkbox"/> Educational program;</li> <li><input type="checkbox"/> Status as a residential student in jeopardy;</li> <li><input type="checkbox"/> Parental notification.</li> </ul>

Use or Distribution of False Identification	<ul style="list-style-type: none"> <li>❑ Alcohol assessment and completion of recommendations;</li> <li>❑ Educational program;</li> <li>❑ Multiple weekend restrictions;</li> <li>❑ Community restitution project;</li> <li>❑ Status as a residential student in jeopardy;</li> <li>❑ Parental notification.</li> </ul>
Driving Under the Influence of Alcohol or Other Drugs	<ul style="list-style-type: none"> <li>❑ Alcohol assessment and completion of recommendations;</li> <li>❑ Educational program;</li> <li>❑ Restricted driving and parking privileges for one year;</li> <li>❑ Suspension from residency for 16 consecutive academic weeks;</li> <li>❑ Parental notification.</li> </ul>
Purchasing or Distributing Alcoholic Beverages for Students or Guests Under the Age of 21	<ul style="list-style-type: none"> <li>❑ Alcohol assessment and completion of recommendations;</li> <li>❑ Educational program;</li> <li>❑ Status as a residential student in jeopardy;</li> <li>❑ Parental notification.</li> </ul>
Violation of the College Drug Policy	<ul style="list-style-type: none"> <li>❑ Drug assessment and completion of recommendations;</li> <li>❑ College and residential status in jeopardy;</li> <li>❑ Parental notification.</li> </ul>
Presence of Illegal Drugs	<ul style="list-style-type: none"> <li>❑ Drug assessment and completion of recommendations;</li> <li>❑ Educational Program</li> <li>❑ Community restitution project;</li> <li>❑ Parental notification.</li> </ul>
Use of Alcohol or Drugs to Render Another Person Emotionally or Physically Incapacitated as a Precursor to or Part of Sexual Misconduct	<ul style="list-style-type: none"> <li>❑ College dismissal;</li> <li>❑ Parental notification.</li> </ul>
Physical Abuse/ Violence	<ul style="list-style-type: none"> <li>❑ College and residential status in jeopardy.</li> <li>❑ Parental notification.</li> </ul>

## Other Sanctions for Students

The College may impose additional sanctions as appropriate. A complete list of sanctions can be found within this policy.

## Additional Fines and Holds

Failure to complete sanctions on time or disregarding College requirements may result in the College imposing an additional fine as well as placing a student conduct hold on a student's account. This hold may impact a student's ability to register or obtain certain academic records.

## Clery Crime Definitions

***Murder/Non-Negligent Manslaughter:*** The willful (non-negligent) killing of one human being by another. NOTE: deaths caused by negligence, attempts to kill, assaults to kill, suicides, accidental deaths, and justifiable homicides are excluded.

***Manslaughter By Negligence:*** The killing of another person through gross negligence.

***Sexual Assault/Sex Offenses:*** Any sexual act directed against another person, without consent of the victim, including instances where the victim is incapable of giving consent.

***A. Rape:*** The penetration, no matter how slight, of the vagina or anus, with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim.

***B. Fondling:*** The touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity.

***C. Incest:*** Sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.

***D. Statutory Rape:*** Sexual intercourse with a person who is under the statutory age of consent. In Massachusetts, the age of consent begins at age 16.

***Robbery:*** The taking or attempting to take anything of value from the care, custody or control of a person or persons by force or threat of force or violence and/or by putting the victim in fear.

***Aggravated Assault:*** An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by means likely to produce death or great bodily harm. It is not necessary

that injury result from an aggravated assault when a gun, knife or other weapon is used which could or probably would result in a serious potential injury if the crime were successfully completed.

***Burglary:*** The unlawful entry of a structure to commit a felony or a theft. For reporting purposes this definition includes: unlawful entry with intent to commit a larceny or a felony; breaking and entering with intent to commit a larceny; housebreaking; safecracking; and all attempts to commit any of the aforementioned.

***Motor Vehicle Theft:*** The theft or attempted theft of a motor vehicle.

***Arson:*** The willful or malicious burning or attempt to burn, with or without intent to defraud, a dwelling house, public building, motor vehicle or aircraft, or personal property of another, etc.

***Hate Crimes:*** A hate crime is a *criminal offense* that manifests evidence that a victim was intentionally selected because of the perpetrator's bias against the victim. Although there are many possible categories of bias, under the *Clery Act*, only the following eight categories are reported: Race, Religion, Sexual Orientation, Gender, Gender Identity, Ethnicity, National Origin, and Disability.

***Drug Abuse Violations:*** All Drugs, without exception, that are illegal under local or state law and all illegally obtained prescription drugs. Possession of marijuana, under 1 oz, is not reportable.

***Liquor Law Violations:*** The violation of state or local laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession or use of alcoholic beverages, not including driving under the influence or drunkenness.

***Weapon Law Violations:*** The violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, concealment, or use of firearms, cutting instruments, explosives, incendiary devices or other deadly weapons.

Below are the Clery reportable crime statistics for calendar years, 2015, 2016, and 2017. On these charts, we list the crime category followed by the year the crime was reported. A crime that took place in 2016, but was not reported until 2017 would be reported with the 2017 statistics. The on-campus property lists the total number of reported offenses that occurred on Stonehill's main campus. The "On Campus Student Housing Facilities" box is a subset of the total crimes that reportedly occurred on our main campus. Non-campus property refers to property that Stonehill owns or controls. Public property refers to property which is immediately adjacent to our main campus, and includes the sidewalk, street, and sidewalk (across the street). It does not include businesses, such as the 99 Restaurant building or its parking lot.

## Clery Reportable Crime Statistics

OFFENSE	YEAR	ON-CAMPUS PROPERTY	ON-CAMPUS STUDENT HOUSING FACILITIES	NONCAMPUS PROPERTY	PUBLIC PROPERTY	TOTAL	UNFOUNDED CRIMES
<b>MURDER / NON-NEGLIGENT MANSLAUGHTER</b>	2017	0	0	0	0	0	0
	2016	0	0	0	0	0	0
	2015	0	0	0	0	0	0
<b>MANSLAUGHTER BY NEGLIGENCE</b>	2017	0	0	0	0	0	0
	2016	0	0	0	0	0	0
	2015	0	0	0	0	0	0
<b>RAPE</b>	2017	9	9	0	0	9	0
	2016	3	3	0	0	3	0
	2015	11	11	0	0	11	0
<b>FONDLING</b>	2017	1	1	0	0	1	0
	2016	6	5	0	0	6	0
	2015	4	3	0	0	4	0
<b>INCEST</b>	2017	0	0	0	0	0	0
	2016	0	0	0	0	0	0
	2015	0	0	0	0	0	0
<b>STATUTORY RAPE</b>	2017	0	0	0	0	0	0
	2016	0	0	0	0	0	0
	2015	0	0	0	0	0	0
<b>ROBBERY</b>	2017	0	0	0	0	0	0
	2016	0	0	0	0	0	0
	2015	0	0	0	0	0	0
<b>AGGRAVATED ASSAULT</b>	2017	1	0	0	0	1	0
	2016	1	0	0	0	1	0
	2015	2	2	0	0	2	0
<b>BURGLARY</b>	2017	0	0	0	0	0	0
	2016	1	0	0	0	1	0
	2015	2	2	0	0	2	0
<b>MOTOR VEHICLE THEFT</b>	2017	0	0	0	0	0	0
	2016	0	0	0	0	0	0
	2015	0	0	0	0	0	0
<b>ARSON</b>	2017	0	0	0	0	0	0
	2016	0	0	0	0	0	0
	2015	0	0	0	0	0	0

ARRESTS	YEAR	ON-CAMPUS PROPERTY	ON-CAMPUS STUDENT HOUSING FACILITIES	NONCAMPUS PROPERTY	PUBLIC PROPERTY	TOTAL	UNFOUNDED CRIMES
LIQUOR LAW ARRESTS	2017	0	0	0	0	0	0
	2016	0	0	0	0	0	0
	2015	0	0	0	0	0	0
DRUG LAW ARRESTS	2017	0	0	0	0	0	0
	2016	0	0	0	0	0	0
	2015	0	0	0	0	0	0
WEAPONS LAW ARRESTS	2017	1	0	0	0	1	0
	2016	0	0	0	0	0	0
	2015	0	0	0	0	0	0

REFERRALS FOR DISCIPLINARY ACTIONS	YEAR	ON-CAMPUS PROPERTY	ON-CAMPUS STUDENT HOUSING FACILITIES	NONCAMPUS PROPERTY	PUBLIC PROPERTY	TOTAL	UNFOUNDED CRIMES
LIQUOR LAW REFFERALS	2017	397	376	0	0	397	0
	2016	360	330	0	0	360	0
	2015	207	195	0	0	207	0
DRUG LAW REFFERALS	2017	1	1	0	0	1	0
	2016	1	1	0	0	1	0
	2015	3	3	0	0	3	0
WEAPONS LAW REFFERALS	2017	1	1	0	0	1	0
	2016	0	0	0	0	0	0
	2015	0	0	0	0	0	0

VAWA OFFENSES	YEAR	ON-CAMPUS PROPERTY	ON-CAMPUS STUDENT HOUSING FACILITIES	NONCAMPUS PROPERTY	PUBLIC PROPERTY	TOTAL	UNFOUNDED CRIMES
DOMESTIC VIOLENCE	2017	2	2	0	0	2	0
	2016	4	2	0	0	4	0
	2015	2	1	0	0	2	0
DATING VIOLENCE	2017	8	6	0	0	8	0
	2016	2	2	0	0	2	0
	2015	3	3	0	0	3	0
STALKING	2017	2	2	0	0	2	0
	2016	5	5	1	0	6	0
	2015	8	7	0	0	8	0

*\*Note: Residential Facility Crime Statistics are a subset of the On Campus Category, i.e. they are counted in both categories.*

**Note 1.** Possession of marijuana in small amounts is legal in Massachusetts for those over the age of 21. It is classified as a civil offense for those under 21 and not Clery reportable. Marijuana, in any amount, is not permitted on campus under college policy.

**Note 2.** Non-Campus Properties: Stonehill College leases apartments located in Washington, DC, in New York City, and in Los Angeles CA. A small group of students resided in these residences while participating in a Stonehill College sponsored internship. No reportable crimes were reported from DC or NY and the Los Angeles Police Department did not provide statistics that allowed us to determine if a crime occurred at a location that we leased.

**Note 3.** Stonehill has an agreement for use of office and classroom space inside the Harbor One Bank building, located at 68 Legion Parkway in Brockton, MA. Stonehill participates in the Downtown Center for Community Engagement Program. No Clery Reportable crimes were reported at this location in 2017. 1 incident of stalking was reported at this location in 2016.

### **Hate Crime Reporting**

No hate crimes were reported for on campus, non-campus, or adjacent public property for 2017, 2016, or 2015.



## **Fire Safety**

Stonehill College works closely with the Easton Fire Department to ensure that all college buildings and residence halls are in compliance with applicable fire and life safety codes and standards. The College conducts regular inspections, testing, and maintenance of fire systems. On-campus housing consists of a variety of configurations, including traditional dormitory-style buildings, modular housing units, village style buildings and newly-constructed apartment style and suite style facilities. Each facility is equipped with the fire and life safety systems required by the building codes.

Fire safety equipment is reviewed regularly to identify locations where enhancements such as additional sprinkler and smoke detection systems, beyond those required by building codes, may be appropriate. In 2017, during renovations to the south bathrooms in O'Hara Hall, additional sprinkler heads were added. Plans for such enhancements are integrated into the College's annual facilities maintenance project plan. At this time, the College does not have any specific plans to upgrade or improve existing fire safety equipment or systems.

### **Fire alarm and Fire Suppression Systems**

All on-campus residence halls, except for the O'Hara Village units, are equipped with automatic and manually operated fire alarm notification devices which ring into the Campus Police Dispatch Center. All on-campus residence halls, including O'Hara Village, have sprinkler systems which meet state and local building and fire safety codes. The fire alarm systems in all on-campus residence facilities consist of horns and strobe lights alerting residents to an alarm.

All fire alarm systems contain emergency batteries to ensure operation during a power outage, and most facilities also have emergency generators designed to automatically activate whenever there is a power outage. These back-up batteries and generators will operate life safety systems, including fire safety equipment and emergency exit lighting.

On-campus residence halls are equipped with fire-rated doors designed to impede the spread of smoke and fire. All doors leading in and out of campus buildings and residence halls are expected to remain clear as not to impede emergency egress. Students and employees who have any concerns about fire safety should immediately contact Campus Police so that the concern can be addressed.

### **Response to a Fire Alarm**

When a smoke detector is activated in a campus building or residence hall, Campus Police Officers are immediately dispatched to the alarm and the Easton Fire Department is notified, if needed. About 90% of Stonehill College students live on-campus. The residences have kitchen areas and as a result, each year there are a number of incidents when students over cook food on the stove or in the microwave.

Smoke from over cooked food items may activate the local smoke detector which will reset once the smoke dissipates. Campus Police respond to *all* fire alarm activations to ensure safety. Students are required to evacuate their building when the fire alarm is activated - even if they know the cause of the alarm is burned food. Campus Police will allow re- entry once the area has

been checked and determined to be safe.

If a fire suppression sprinkler is activated, Campus Police and the Easton Fire are notified simultaneously and both departments will automatically respond. When a sprinkler is activated in the O'Hara Village units, an alarm will only sound at the Easton Fire Department's Dispatch Center. Campus Police Officers will respond as well, once notified by Easton Fire or a resident. Students residing in O'Hara Village units are advised to contact Campus Police at 508-565-5555 if a smoke detector or sprinkler is activated.

A record of all fires in on-campus residence hall facilities is included in the campus Police and Fire log maintained by and located at the Campus Police Department. The Police and Fire logs are available for public viewing during normal business hours.

### **Procedures for the Community to Follow in the Event of a Fire**

When the fire alarm is activated in a campus building or residence hall, all occupants are required to exit the building via the closest exit. Evacuation routes are posted in each building. Occupants are required to exit the building in a safe, orderly manner and to assemble approximately 200 feet from the building. All community members must remain outside of the building until they are given the "all clear" from fire or police personnel.

Anyone observing a fire in a Stonehill College facility should immediately activate the fire alarm by operating the nearest manual pull station, if the fire alarm is not already sounding. Pull stations are typically located near doors leading to stairways and exits. Witnesses to a fire should also contact the Campus Police Department at 508-565-5555 but should not delay in exiting the building. Upon hearing a fire alarm, all occupants should evacuate the building immediately by using the stairs, not the elevator.

### **Reporting Past Fires**

All community members who discover evidence of a past fire, which has been extinguished, are asked to report their observations to the Campus Police Department by calling 508-565-5100 or visiting the Campus Police Station located in the Brother James Madigan Carriage House.

### **Policies and Rules for Electrical Appliances, Smoking and Open Flames**

In order to maintain a healthy and safe living environment within the residence halls, Stonehill College coordinates with the Town of Easton to maintain fire safety regulations. Each year the Director of Residence Life, or designee, will maintain and publish a list of the fire safety regulations on the Residence Life website.

#### **Electrical**

- 1) The College prohibits all electrical wiring other than that which it provides. Dimmer switches and adapters for outlets are wiring violations.
- 2) Multiple outlet extension cords of any kind are prohibited. If you need an outlet strip you must purchase a UL approved unit with a circuit breaker.

3) All string lights must be hung properly, safely, and ensure intact cord insulation.

### **Furniture**

1. All upholstered furniture shall have a label stating that the items meet either CAL133 for buildings without sprinklers and CAL 117 for buildings with sprinklers.

2. Upholstered furniture that is ripped or torn is prohibited.

3. Beanbag chairs and inflatable furniture are prohibited.

4. Students are limited to three cushions per room.

5. Furniture must be placed at least six inches (6") from any heating unit.

### **Prohibited Items**

1. The possession and use of the following items is strictly prohibited on campus grounds: candles, flammable liquids, flame lamps, and incense. Violators will be fined and are subject to disciplinary action and possible criminal prosecution.

2. The use of electric blankets, hot plates, George Foreman type grills, toasters, toaster ovens, broilers, popcorn poppers, air conditioners, space heaters, and microwaves/microfridges in student rooms and in common areas is prohibited, except as provided by the College. Refrigerators large than 4.5 cubic feet in student rooms are not allowed.

3. Coffee makers, curling irons, clothes irons, hair straighteners, hot pots, and other such appliances are allowed only if they have an automatic shut off. Students must have proof of automatic shut off.

4. All types of halogen lamps are prohibited.

5. Attaching or hanging items made of combustible material from the ceiling is prohibited.

6. Gas grills of any type are not permitted on College grounds. Students are encouraged to utilize the charcoal grills located in their residence area or behind the Roche Dining Commons.

7. The accumulation of debris, dirty laundry, cans and bottles is prohibited.

8. Exterior decorations on residence halls and in residence areas are prohibited, unless provided by the College.

### **Ceiling Tiles**

All ceiling tiles must remain intact and in place. Missing or broken ceiling tiles create drafts and can lead to the rapid spread of toxic fumes and fire. Ceiling tiles act to slow the spread of fire and smoke.

### **Posters**

Residential areas equipped with automatic sprinklers may have wall posters, tapestries or wall

hangings in student rooms provided they are mounted less than six inches (6") below the ceiling. In lounge areas, the wall area covered shall not exceed 25% of the total wall area in sprinklered buildings. Wall posters, hangings and tapestries shall not exceed twenty-four inches (24") in width or thirty-six inches (36") in length and shall be firmly attached to the wall such that it lays flat against the wall. There shall be at least twelve inches (12") between each individual wall poster, hanging, or tapestry. Wall posters, hangings and tapestries are prohibited in corridors, hallways and kitchen areas, unless they are non-combustible. Signs of an informational nature shall be allowed.

### **Inspections**

Periodically, Residence Life Staff will inspect all student rooms on campus to make sure they are safe for student occupants. At inspection, fines will be issued to the occupants of the room for each Fire Safety Code Violation. The students will have, at most, twenty-four hours to correct the violation(s) after which time, failure to correct the violation may lead to loss of residency. In order to insure integrity of the inspections, students do not have to be notified or present.

### **Fire Protection Equipment**

- 1) The discharging of fire extinguishers, except to extinguish a fire, is prohibited. Any person doing so will face disciplinary action and may be subject to criminal charges.
- 2) Sprinkler heads, heat detectors, smoke detectors, fire extinguishers and fire alarm pull boxes shall remain unobstructed at all times. Sprinkler heads must have eighteen inches (18") of clearance from the distributor plate.
- 3) Tampering with or causing fire alarm and firefighting equipment to become inoperable will lead to disciplinary action and possible criminal prosecution.

### **Exits/Egress**

- 1) Any items that impede egress are prohibited.
- 2) Hallways, corridors and fire escapes shall remain clear and unobstructed at all times.
- 3) Bicycles in corridors or stairwells are prohibited.
- 4) All doorways should remain clear and unobstructed at all times.
- 5) Furniture, wardrobes, partitions and drapes that are obstructing the means of egress are prohibited. These may inhibit or prevent students from escaping from rooms in case of fire.
- 6) Wardrobes, dressers, bicycles, and beds must be kept against the walls and must not obstruct the door or heaters.
- 7) Fire exit doors in Boland, Holy Cross, O'Hara, Pilgrim Heights, Notre Dame du Lac, and Villa Theresa are alarmed and are to be used only in an emergency. Unwarranted use of the alarmed doors will bring about appropriate sanctions.

**Fire Doors**

Fire doors are to remain closed at all times, since they act to contain toxic fumes, smoke and fire to a limited area.

**Fire Safety Training**

The Residence Life Department provides training for Residence Assistants during annual RA training just prior to the beginning of the academic year. At the beginning of the semester, Residence Life staff address residents and explain the importance of evacuating a building during a fire alarm. They review the fire evacuation routes in the buildings and point out the closest exits. In first-year areas, Residence Life staff posts a list of prohibited items on move-in day.

**Fire Drills**

Campus Police and Residence Life work together to conduct one fire drill each semester in all residence halls. During drills, residence rooms are checked to ensure that all students evacuate.

**Fire Safety is Serious Business**

Sounding a false fire alarm and/or tampering with fire safety equipment will lead to disciplinary action and possible criminal prosecution. Activating a false fire alarm can be stressful for students who have are ill, using crutches or in a wheelchair, studying for an exam, sleeping, showering, etc. Please be considerate of fellow residents.

Any student who fails to evacuate the residence area immediately upon sounding of the fire alarm will face disciplinary action. A second violation will jeopardize the student's residence status. The College advises all residents to familiarize themselves with the location of fire extinguishers, fire alarm boxes, and fire exits.





### Fire Alarm Systems and Monitoring

Residence Hall	Fire Alarm Monitored By SCPD	Full Sprinkler Covers Residence Hall Rooms & Common Areas	Smoke Detectors All Residence Hall Rooms	Fire Extinguishers In Designated Common Areas	Evacuation Plans And Placards	Number Of Evacuation (Fire) Drills Each Calendar Year
Boland Hall	X	X	X	X	X	2
Alden/Bradford	X	X	X	X	X	2
Chandler/Dunster	X	X	X	X	X	2
Endicott/Fanuel	X	X	X	X	X	2
Govenour/Hawthorne	X	X	X	X	X	2
Irving/Jefferson	X	X	X	X	X	2
King /Lafayette	X	X	X	X	X	2

## Fire Alarm Systems and Monitoring

### Continued from Previous Page

Residence Hall	Fire Alarm Monitored By SCPD	Full Sprinkler Covers Residence Hall Rooms & Common Areas	Smoke Detectors All Residence Hall Rooms	Fire Extinguishers In Designated Common Areas	Evacuation Plans And Placards	Number Of Evacuation (Fire) Drills Each Calendar Year
Mather/Nowell	X	X	X	X	X	2
Otis A & B	X	X	X	X	X	2
Phipps A & B	X	X	X	X	X	2
Quincy A & B	X	X	X	X	X	2
Amebury/Becket	X	X	X	X	X	2
Chatham/Deerfield	X	X	X	X	X	2
Essex/Franklin	X	X	X	X	X	2
Georgetown/Harwich	X	X	X	X	X	2
Ipswich/Jamestown	X	X	X	X	X	2
Kingston/Lowell	X	X	X	X	X	2
Manchester/Nantucket	X	X	X	X	X	2
Orleans A & B	X	X	X	X	X	2
Plymouth A & B	X	X	X	X	X	2
Rehoboth A & B	X	X	X	X	X	2
Corr	X	X	X	X	X	2
Holy Cross Center	X	X	X	X	X	2
New Hall	X	X	X	X	X	2
Notre Dame du Lac	X	X	X	X	X	2
O'Hara Hall	X	X	X	X	X	2

## Fire Alarm Systems and Monitoring

### Continued from Previous Page

Residence Hall	Fire Alarm Monitored By SCPD	Full Sprinkler Covers Residence Hall Rooms & Common Areas	Smoke Detectors All Residence Hall Rooms	Fire Extinguishers In Designated Common Areas	Evacuation Plans And Placards	Number Of Evacuation (Fire) Drills Each Calendar Year
Annisquam		X	X	X	X	2
Centerville		X	X	X	X	2
Forestdale		X	X	X	X	2
Hyannis		X	X	X	X	2
Onset		X	X	X	X	2
Osterville		X	X	X	X	2
Pocasset		X	X	X	X	2
Sagamore		X	X	X	X	2
Benaglia	X	X	X	X	X	2
Cascino	X	X	X	X	X	2
Flynn	X	X	X	X	X	2
Sheehan	X	X	X	X	X	2
Sullivan	X	X	X	X	X	2
Cedarville	X	X	X	X	X	2
Cotuit	X	X	X	X	X	2
Humarock	X	X	X	X	X	2
Manomet	X	X	X	X	X	2
Seabrook	X	X	X	X	X	2
Villa Theresa	X	X	X	X	X	2

## Fire Reporting

### Fires that Occurred in On Campus Residence Halls in 2017, 2016, and 2015

The above chart lists all of Stonehill College's on-campus residence halls. All residence halls



share the same address, which is **320 Washington Street Easton, MA 02357**

Below is a summary of reportable fires

**2017:** One fire was reported in calendar year 2017. A student lit one charcoal briquette in a plastic container inside **O'Hara Hall**. A Resident Assistant (RA) directed the student properly dispose of the briquette outside of the building. The RA forwarded her report (documenting the incident) to Community Standards. No injuries or deaths. Only property damage was to plastic container \$0 - \$99.

**2016:** One fire was reported in calendar year 2016. A fire retardant curtain brushed against a baseboard heater in a student's room in Benaglia Hall. The students reported hearing a pop sound and witnessed the curtain catch fire for a second. She stated that the fire immediately extinguished on its own. The Facilities Management responded to examine the baseboard heater and ensure area was safe. No injuries or deaths. Only damage was to curtains. Estimated value or property damage \$0 - \$99.

**2015:** No fires were reported in calendar year 2015.

### **Compiling Crime Statistics for the Annual Security and Fire Safety Report**

Statistics were compiled by first reviewing incident reports from the Automated Records Management (ARM's) System database, managed by the Campus Police Department. Additional statistics were gathered from the Community Standards Department. Individuals with significant responsibility for student and campus activities were provided with a reporting form to be submitted to the Campus Police Department for inclusion in this report. Outside police agencies were asked to provide crime statistics for Clery reportable crimes on public property and non-campus property. Statistics for student housing in New York, through Educational Housing Services (EHS) were provided by Fredrick Neglia, Director of Public Safety for EHS. All records are analyzed to eliminate duplication.

### **Availability of the Annual Security and Fire Safety Report**

The Annual Security and Fire Safety Report is made available by Oct 1<sup>st</sup> of each year. When the new report is available, a notice of availability and a direct link to the report is sent via campus email to all faculty, staff, and students. Prospective employees receive notice of the report from the Human Resource Department and prospective students receive notice of the report from the Admissions Department. Any person may obtain a paper copy of this report by coming to the Campus Police Department or by calling 508-565-5100. The report can also be viewed on-line on the Campus Police webpage, under "Preparedness Plans and Safety Reports".