



# 2021

## Annual Security and Fire Safety Report

For the 2021-2022 Academic Year  
Containing Crime Statistics for  
2020, 2019, and 2018







LEO J. MEEHAN SCHOOL OF BUSINESS



## Public Service Announcement

We urge members of the Stonehill College community to use this report as a guide for safe practices on and off campus.

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

Statistics in this report are published in accordance with the standards and guidance used by the FBI Uniform Crime Reporting Handbook and relevant federal law. Stonehill College submits the annual crime statistics published in this report to the Department of Education (ED).

The procedures for preparing the annual disclosure of crime statistics include reporting statistics to the college community obtained from the following sources: the Stonehill College Police Department, Office of Community Standards, Title IX, Campus Security Authorities (CSA's), Easton Police Department, and the Brockton Police Department.

Outside police agencies were asked to provide crime statistics for Clery reportable crimes within the Stonehill College Clery Geography (On-Campus, Non-Campus, and Public Property), they are: the New York City Police Department, Metro Police Department of DC, and the North Hollywood Police Department in Los Angeles CA.

For statistical purposes, crime statistics reported to any of these sources are recorded in the calendar year the crime was reported and analyzed to eliminate duplication. We also communicate with departments at institutions our students travel to throughout the academic year in order to obtain the necessary statistics.

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

For prospective students, members of the community, and others, the Annual Security and Fire Safety Report is made available by October 1st 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 a notice of the report from the Office of Undergraduate Admission. Any person may obtain a paper copy of this report by coming to the Campus Police Department or by calling 508-565-5100. This report can also be viewed online on the Campus Police webpage, under "Preparedness Plans and Safety Reports."



## Message from the Chief



Rochelle Ryan | **Chief of Police**

Welcome to Stonehill College, where our department is committed to building strong partnerships both on and off campus to address issues and solve community challenges. Our goal is to foster a safe and secure campus for the entire community to enjoy.

Stonehill College prepares this report in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act). This report includes statistics for calendar years 2018, 2019, and 2020.

This report also includes essential information about the Stonehill College Police Department and the services we provide to the campus community. We are a department of 22 law enforcement professionals, who are all certified Special State Police Officers.

Our department is committed to the concept of Community Policing. We provide and instruct programs including Rape Aggression Defense, ALICE, Stop the Bleed, and Drug Awareness Day. We also host a Citizen's Police Academy where our community members learn about our agency, our policing philosophy, and various law enforcement concepts.

Finally, I urge all students, staff, faculty and prospective students and employees to take the time to read this booklet thoroughly or review it online. It contains even more information and resources on safety and security here on the Stonehill campus. You can also view our website at: <https://www.stonehill.edu/officeservices/campus-police/>. If you have any questions or concerns, please drop by our headquarters. You can also call me or any of our officers at 508-565-5100.

Rochelle Ryan | **Chief of Police**



## About Stonehill College

### Our Beginning

Stonehill College was founded on June 30, 1948. On that day, the Commonwealth of Massachusetts authorized the Congregation of Holy Cross to establish an institution of higher learning on the former estate of Frederick Lothrop Ames in North Easton.

The Massachusetts college campus is strikingly beautiful. At one end sits Donahue Hall, the estate's original Georgian-style mansion, constructed in 1905. It houses Stonehill's administration as well as a chapel in which mass is celebrated daily. Donahue Hall overlooks a panorama of academic buildings and residence halls in a tranquil setting of lawns, woods, fields and ponds.

### Our Mission

Stonehill College, a Catholic institution of higher learning founded by the Congregation of Holy Cross, is a community of scholarship and faith, anchored by a belief in the inherent dignity of each person.

Through its curriculum of liberal arts and sciences and pre-professional programs, Stonehill College provides an education of the highest caliber that fosters critical thinking, free inquiry and the interchange of ideas.

Stonehill College educates the whole person so that each Stonehill graduate thinks, acts, and leads with courage toward the creation of a more just and compassionate world.

### Our Philosophy

To accomplish this vision, students undertake a program of studies, which encourages scholarship, critical analysis and creative thinking. Faithful to the Holy Cross tradition in

education, Stonehill is committed to developing the moral, spiritual, intellectual and social competencies of its students as well as fostering the determination to bring these competencies to bear on matters of social justice. Through study of the core disciplines of the liberal arts, students engage the wisdom and the questions that are the foundation of an educated mind. Mastery of the specialized knowledge required by today's professions provides the tools to lead productive careers and to shape the world beyond the classroom.

The presence of Catholic intellectual and moral ideals places the College in a long tradition of free inquiry, the engagement with transcendent theological and philosophical ideals and values, the recognition of the inherent dignity of each person, and the sense of obligation to commit oneself to moral ends.

In celebration of this dignity and of the unity of the human family, Stonehill supports a diversity of persons, of opinions and of cultural and religious perspectives. The College affirms that appreciation of this diversity is integral to the acquisition of personal and intellectual breadth.

The faculty, inspired by a passion for teaching, collaborates with the staff to create a student-centered climate which promotes academic challenge and rigorous inquiry, physical well-being and emotional growth, personal responsibility, cooperative learning and authentic community.

A Stonehill education encourages students to develop a lifelong desire for self-discovery and commitment to service that will lead to truly purposeful and rewarding lives.

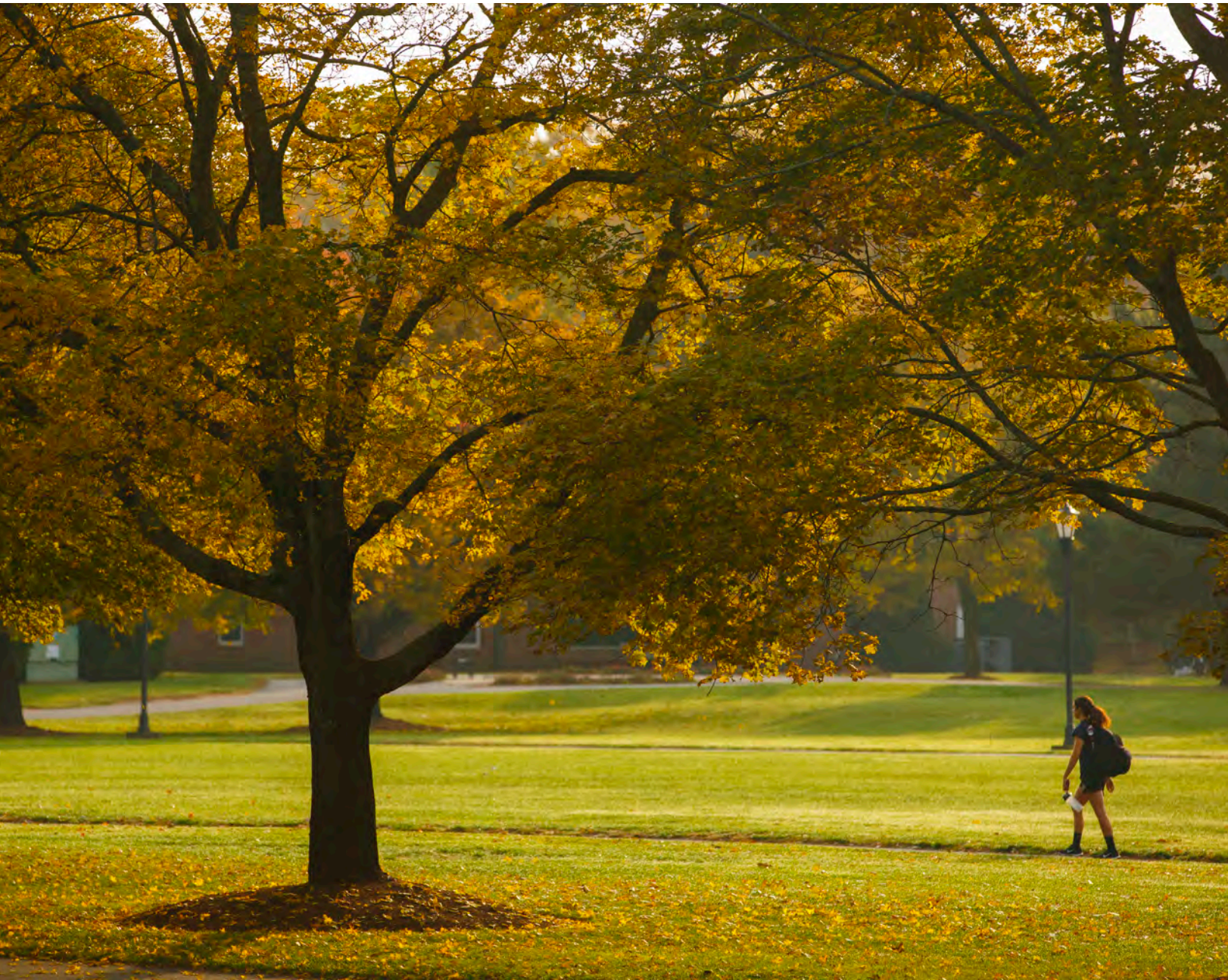
### Our Commitment to a Diverse and Inclusive Community

At Stonehill College, we believe in the inherent dignity of each person and are committed to nurturing and valuing a culture where differences are openly shared and affirmed. As mutual respect is a cornerstone of educating the whole person, we aspire to build and maintain an honest, just and compassionate community. Stonehill aims to empower each of its members to challenge and support one another and to embrace our human solidarity, which we understand as essential to inclusivity.



Honoring human difference in its many forms is the responsibility of everyone at the College, both individually and collectively. As such, we will work together to address inequities and contribute to a more just world.

Increasing the diversity of our community is an active priority. We have developed, and will continue to expand and refine, engaging programs, practices and experiences that promote a culture of belonging.





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## Mission Statement

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As members of the Police Department at Stonehill College, our mission is to contribute toward the quality of Stonehill Community life by fostering a secure environment in which safety and the security of the campus is balanced with freedom of movement and community needs.





## The Stonehill College Police Department

Campus policing and safety is coordinated by the Stonehill College Police Department. The department is comprised of a Chief, two Lieutenants, one Detective Sergeant, Two Sergeants, nine full time Police Officers and 3 Per Diem Police Officers. In addition, the department employs one full-time Community Service Officer.

Campus Police Officers are armed and are commissioned in accordance with the provisions of Massachusetts General Laws Chapter 22C § 63. Campus Police Officers have the powers of arrest and have authority to enforce Federal, State and local laws and College policies. 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 Officer (CSO) serve the campus community by locking campus buildings, reporting safety and maintenance

problems, monitoring the campus for suspicious activity and assisting with campus safety escorts. The patrol jurisdiction of the CSO is limited to Stonehill's campus. The CSO has the authority to enforce College policies on campus. The CSO is not armed and does 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. Two part time employees 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/active threat response, legal update classes, bias/incident training, de-escalation training, student in distress training and many other subjects.

Officers are certified as First Responders and trained in First Aid and CPR.

The Department maintains a good working relationship with the Massachusetts State Police and with the local Easton Police Department. Stonehill College Police and Easton Police exchange 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 non-campus student organizations, such as fraternities or sororities that are officially recognized by the College. Therefore, local PD is not used to monitor and record criminal activity since there are Noncampus locations of student organizations. 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.



## Reporting Crimes and Emergencies

It is imperative that all crime, emergencies, and suspicious activity be reported to the SCPD accurately and promptly, including when the victim elects to, or is unable to, make such a report. By working together, the college community and the police can reduce crime on campus. Members of the college community may report criminal activities and other emergencies occurring on campus, on public property running through or immediately adjacent to the campus, or in other property that is owned or controlled by Stonehill College directly to the SCPD. Crimes and emergencies can be reported by dialling 911, or by calling the Stonehill College Police Department emergency line at 508-565-5100.

All SCPD incident reports involving students with the exception of confidential reports, and reports of sexual violence (including sexual harassment), are shared with the Office of Community Standards for potential action, if deemed appropriate. When the SCPD receives a report, the responding officers initiate a preliminary investigation. Based on the results of the preliminary investigation and the

presence of solvability factors, the Lieutenant in charge of investigations (or designee) will conduct follow-up investigations. Any additional information obtained via any investigation will also be shared with the Office of Community Standards.

All SCPD incident reports involving students alleging sexual violence (including sexual harassment) are shared with the Title IX Office who will then coordinate the next steps in the investigation. SCPD does not investigate these reports unless the complainant(s) wishes to file criminal charges.

Members of the community are helpful when they immediately report crimes or emergencies to the Stonehill College Police Department and/or designated campus authorities, including, but not limited to, college deans, directors, department heads, Title IX coordinator, residence life staff, and counselors.

Every faculty, staff, and volunteer on campus who works with students or minors, and

every person identified as a Campus Security Authority (CSA), unless classified as a Confidential Employee under the Clery Act, MUST immediately report those incidents to the Stonehill College Police Department any violations of school policy, crimes, or emergencies observed by them, including the name of the complainant and respondent, if known, and all known details.

Additionally, when the College, through a report to a College official, becomes aware of an ongoing threat to the health or safety of members of the campus community, College staff will issue a timely warning to the campus, pursuant with the Clery Act and consistent with Stonehill Policy F08.13. While the College will provide enough information to safeguard the campus community, a student's name or other personally identifying information WILL NOT be disclosed. With all reports that involve sexual or interpersonal violence, aggregate data will be provided to Campus Police so a statistic can be included in Stonehill's Annual Security Report in compliance with the Clery Act.

Victims may elect to self-report and we ask others to report crime on their behalf in cases where the victim is unable to make a report. 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. If assistance is required from the Easton Police Department or Easton Fire Department, SCPD will contact the appropriate unit. If a sexual assault or rape should occur, staff on scene, including SCPD, will offer the victim a wide variety of services.

### Employee Reporting and 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 violation of this policy are professionally licensed counselors and pastoral counselors (when acting in those capacities) are exempt as CSA's under the Clery Act. The College requires everyone in the campus community, including Confidential Employees, to report the suspected abuse of children (those under the age of 18).

### Voluntary and Confidential 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.

If you are the victim of a crime and do not want to pursue action within the College system or the criminal justice system, you may still want to consider making a confidential report. With your permission, a SCPD officer can file a report on the details of the incident without revealing your identity (except to the Title IX Coordinator in the event of a reported sex offense or sexual harassment). The purpose of a confidential report is to comply with your wish to keep the matter confidential, while taking steps to enhance the future safety of yourself and others. With such information, the SCPD can keep an accurate record of the number of incidents involving students, employees, and visitors: determine where there is a pattern of crime with regard to a particular location, method, or assailant: and alert the campus community to potential danger. Reports filed in this manner are counted and disclosed in the annual crime statistics for the institution.

### Pastoral and Professional Counselors

Campus "Pastoral Counselors" and "Professional Counselors," when acting as such, are not considered to be a campus security authority for Clery Act purposes and are not required to report crimes for inclusion in the annual disclosure of crime statistics. As a matter of policy, the professional counselors at Stonehill College,

are encouraged; if and when they deem it appropriate, to inform persons being counseled of the procedures to report crimes on a voluntary confidential basis at [CPSA].

#### Pastoral Counselor

An employee of an institution, who 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.

#### Professional Counselor

An employee of an institution 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.

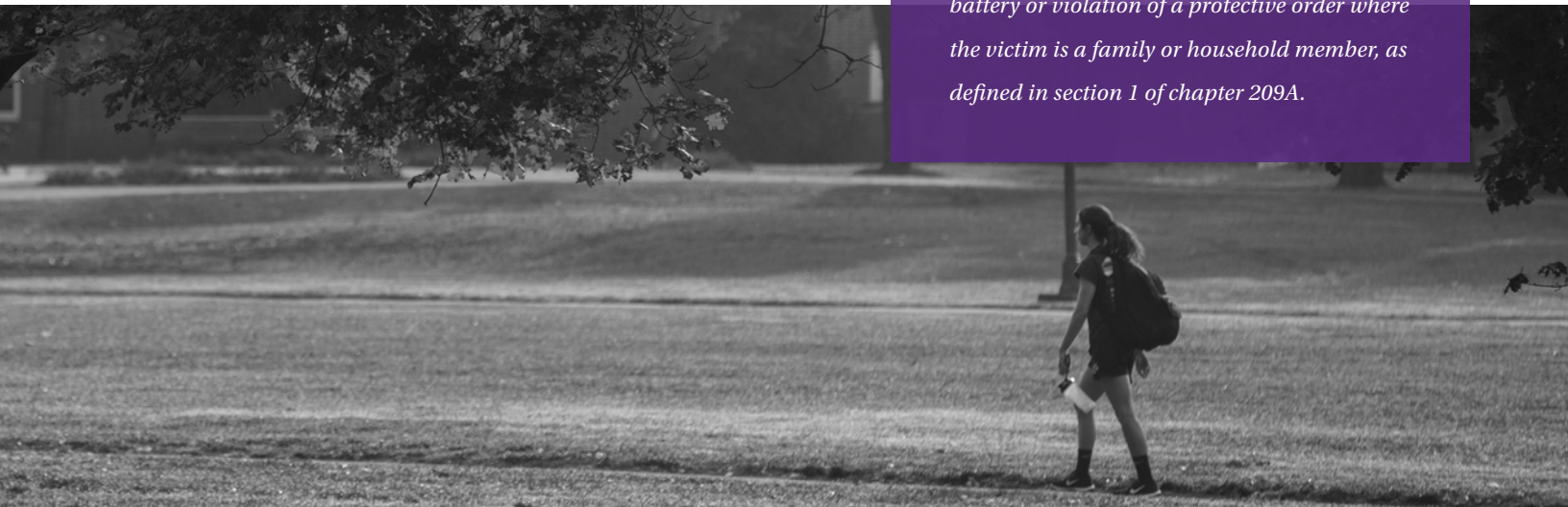


## Daily Crime and Fire Logs

The Stonehill College Police Department (SCPD) maintains a daily crime and fire log that records ALL crimes, alleged criminal incidents, and fires in the chronological order that they were reported to SCPD. The Crime Log is designed to provide crime information on a timelier basis and have a more specific location focus than the annual statistical disclosures.

All crimes and alleged crimes are entered into the crime log within two business days. 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, and the disposition of the incident.

*Note: 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.*



### STONEHILL COLLEGE POLICE DEPARTMENT

320 Washington Street  
North Easton, MA 02357  
Phone: 508-565-5100

Chief David Wordell

#### Police and Fire Log January 2020

Nature (Classification)	Case Number	Date Reported	Date Occurred	Time of Incident	General Location	Off Campus (Y or N)	Disposition

SAMPLE

This Log is in compliance with Massachusetts General Law Chapter 41 Section 98F



## Fire and Crime Log Information

Crime log case numbers do not run sequentially. The Stonehill College Police Department assigns a case number for all reportable activities, both criminal and non-criminal. Only case numbers generated for criminal activity are listed in the crime log.

Crimes are in chronological order. The most recent crimes are at the bottom of the list.

The crime log incidents will not match the crime statistics, as the crime log is compiled using the MA Crimes Code and the crime statistics are required by law to be compiled using the Federal Uniformed Crime Reporting crime definitions.

Hard copies of the Crime Logs are also available at the Stonehill College Police Department front office during normal business hours.

*Note: Incidents with a case number that start with "NA" involve information received from other College Administrators, who are defined by federal law as "campus security authorities". These administrators share non-identifying information, with the Stonehill College Police, that is provided by the victim. In these incidents, the victim did not file an official police report and therefore, it is not always possible to provide information regarding the five areas typically covered in the Crime Log, i.e. (Nature/Classification, Date Reported, Date Occurred, Time, General Location, Off Campus (Y or N), Disposition. Because an official report was not filed, there will be no disposition. These incidents are reported to the Stonehill College Police for statistical purposes and are posted to the Crime Log as the information is received by the Stonehill College Police.*

According to Federal Law, an institution may withhold any of the required fields of entry, i.e. the nature, date, time, location and/or disposition if any of the following conditions apply:

1. The disclosure is prohibited by law.
2. If disclosure would jeopardize the confidentiality of the victim.
3. If disclosure would jeopardize an ongoing criminal investigation or the safety of an individual.
4. If disclosure would cause a suspect to flee or evade detection.
5. If disclosure would result in the destruction of evidence.

### Crime Log Disposition Definitions: (Effective January 1, 2020)

The following is an explanation of the terminology used to complete the Disposition section of the SCPD Crime Log:

#### Open Case:

The case is currently being investigated by SCPD.

#### Unfounded:

The case is determined through investigation to be false or baseless. No offense occurred nor was attempted.

#### Closed. Referred to Department:

The case is referred to the appropriate supervisory employee or to Stonehill College Human Resources Services Department. Those departments review the case and determine if disciplinary action will be initiated.

#### Closed. Referred to SCPD:

The case is being investigated by the SCPD.

#### Closed. Referred to Outside Agency:

The case is being investigated by a law enforcement agency other than SCPD. The specific agency will be identified in the disposition.

#### Closed. Referred to OCS:

The case has been forwarded to the Office of Community Standards. OCS is responsible for reviewing the case and for determining whether or not the student(s) involved will be charged with a violation(s) of the Student Code of Conduct.

#### Closed. Victim Declined to Prosecute:

The victim decided not to press charges or follow through with criminal process.

#### Closed. Referred to Prosecutor:

The case is referred to the prosecutor's office. That agency will review the case and determine if charges will be filed.



**Closed. Public Space:**

Closed. Case occurred on public property within the campus boundaries. SCPD did not investigate the case.

**Closed. Off campus incident:**

Closed. Case occurred off campus and is not within the Stonehill College's jurisdiction. SCPD did not investigate the case.

**Closed. Subject Trespassed:**

The subject(s) has been issued a college trespassing notice which restricts the subject from entering or accessing any college property. A violation of a trespassing notice may result in that person's arrest.

**Closed. Subject arrested:**

The subject(s) has been arrested by SCPD.

**Closed. No suspects or witnesses:**

Case has no solvability.

**Closed. No suspects or witnesses:**

Case has no solvability.

**Closed. No identifiable suspect:**

A description and/or video surveillance of the subject is available but positive identification of the subject has not been made.

**Closed. Reclassified:**

The original incident report classification has

been changed to accurately reflect the appropriate classification, based on the results of the investigation.

**Closed. No further action:**

No further investigative action is required.

## Timely Warning Notifications

In the event that a situation arises within the Stonehill College Clery Geography (on campus, public property, and non-campus property) that, in the judgement of the Chief of Police, or designee constitutes a serious or continuing threat, a campus wide 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 Communications and 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 typically be distributed for the following Uniform Crime Reporting Program (UCR)/National Incident Based Reporting System (NIBRS) classifications: Murder/Non-Negligent Manslaughter, Major incidents of 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 serious or 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, if it is determined to represent a serious or continuing threat to the Stonehill College Community.

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.

Timely Warning Notices will be distributed as soon as pertinent information is available, in a manner that withholds the names of victims as confidential, and with the goal of aiding in the prevention of similar occurrences.

The institution is not required to issue a Timely Warning with respect to crimes reported to a pastoral or professional counselor.





## Access onto the Stonehill College Campus

There are two entrances onto the Stonehill College Campus.

The main entrance which is located on Belmont Street (Rt. 123) and one entrance on Washington Street (Rt. 138). Within each entrance a newly installed electronic gate arm has been added for additional security measures.

### Main Entrance: Belmont Street, Rt. 123

This entrance is where the gatehouse is located and is used for students, faculty, staff, and deliveries coming onto campus.

The Gate House hours of operation are:

Monday – Thursday	8:00 a.m. – 8:00 p.m.
Friday – Saturday	8:00 a.m. – 2:00 a.m.
Sunday	8:00 a.m. – 8:00 p.m.

All students, faculty, and staff are issued individual transponders to affix to their vehicles allowing access onto campus.

Access is only allowed to those who were issued transponders, twenty-four hours a day, seven days a week.

All visitors or guests wishing to come onto

campus during the gatehouse hours of operation must stop at the gatehouse and speak with a campus police officer or attendant who will make the determination of granting access onto campus.

All visitors or guests wishing to come onto campus during NON-gatehouse hours of operation must stop at the gatehouse video phone where at the touch of a button visitors will be immediately connected with campus police dispatch. Visitors will be asked by the dispatcher to show proper identification and to state the reason(s) for coming onto campus.

### Washington Street (Rt. 138) Entrance:

This entrance is equipped with a transponder reader which electronically allows entrance onto campus. Therefore, only students, faculty, and staff that have been issued transponders are allowed entrance onto campus through this entrance.

All visitors, guests, or deliveries wanting to come onto campus MUST enter through the main entrance located on Belmont Street (Rt. 123).

## 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 immediately 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 6:00 p.m. and 6:00 a.m., the Washington Street entrance to the College is closed. Anyone wishing to come onto campus during these hours must enter through the Belmont Street entrance (Rt. 123). Students are expected to pre-register their weekend guests via an automated computerized "Guest Registration" system by 5:00 pm 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 accommodating 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 patrol, Police Officers and the Community Service Officer 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. The Community Service Officer and Police Officers lock the exterior doors of campus buildings each night. Some doors are scheduled to lock automatically via an access control system. Door and lock deficiencies are reported to Facilities Management for repair.

Residence Assistants (RA's) conduct security checks, or "rounds," of the residence halls and will contact the Campus Police

Department, as needed. Although Campus Police Officers do not officially patrol the interior of residence halls, it is not uncommon for students to see an Officer inside a residence hall.

Police Officers respond to emergencies and other calls for service; check in with the RA's and Resident Hall Desk Assistants; follow up on incidents reported to Campus Police; and attend meetings or training programs inside residence halls. 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.





## Example of 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 student housing director, residence director, and resident assistants
- Employees responsible for student discipline and campus judicial procedures

- An athletic director, athletic coaches (including part-time employees and graduate assistants)
- An advisor to officially recognized student organizations
- The director of a campus health or counseling center
- A Title IX coordinator
- 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
- 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.



### Emergency Blue Light Phones

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.

Community members who experience an emergency situation should immediately call 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. Be aware that if you dial 911 from a cell phone, the call will go directly to the Southeastern Massachusetts Emergency Communications Center (SEMRECC) before being routed to the Stonehill College Police Department which provides 911 public safety services to Norton, Easton, Foxborough, and Mansfield. For non-emergency calls, please call the Campus Police business line at 508-565-5100. Members of the Stonehill community are helpful when they immediately report crimes or emergencies to the Campus Police Department for purposes of including them in the annual statistical disclosure.

### Crime Awareness

- Issuing timely warning notifications through Stonehill College
- 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

EMERGENCY



## Crime Statistics

The information below provides context for the crime statistics reported as part of compliance with the Clery Act.

The statistics in this report are published in accordance with the standards and guidelines used by the FBI Uniform Crime Reporting Handbook and relevant federal law. SCPD submits the annual crime statistics published in this report to the Department of Education (ED) on a yearly basis.

Availability the Annual Security and Fire Safety Report is made available by Oct 1st 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 during normal business hours 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”

The statistical information gathered by the U.S. Department of Education is available to the public through the ED website. In addition, a daily crime log is also available for review during normal SCPD business hours.

For statistical purposes, crime statistics reported to any of these sources are recorded in the calendar year the crime was reported. We also communicate with departments at institutions our students travel to throughout the academic year in order to obtain the necessary statistics. A written request for statistical information is made on an annual basis to all non-police officials, which includes campus security authorities.





## Definitions of Categories

The following definitions come from a variety of sources, including the Department of Education's Handbook for Campus Safety and Security Reporting, and definitions of domestic violence, dating violence, and stalking are adapted from the amendments made to the Violence Against Women Reauthorization Act.

### **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.

### **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, with out the consent of the victim.

### **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.

### **Incest:**

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

### **Satutory 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.

**Definitions of Geography****On Campus:**

Any building or property owned or controlled by an institution within the same reasonable contiguous geographic area and used by the institution in direct support of or in a manner related to the institution's education purposes, including residence halls; and any building or property that is owned by the institution but controlled by another person, is frequently used by students, and supports institutional purposes.

**Non-Campus Building or Property:**

Any building or property owned or

controlled by a student organization that is officially recognized by the institution; or any building or property owned or controlled by an institution that is used in direct support of or in relation to the institution's educational purposes, is frequently used by students, and is not within the same reasonably contiguous geographic area of the institution.

Residence halls that are located outside the campus boundaries are captured in the Non-Campus Category.

**Public Property:**

All public property, including thoroughfares, streets, sidewalks, and parking facilities, that is within the campus or immediately adjacent to or accessible from the campus. The Stonehill College crime statistics do not include crimes that occur in privately owned homes or businesses within or adjacent to the campus boundaries.

**Definitions of Reporting Methods****Reported to SCPD:**

Statistics were compiled by reviewing all incidents that were reported to the SCPD Automated Records Management (ARM's) System database, which is managed by the Campus Police Department.

**Reported to Non-Police:**

Additional statistics were gathered from the Stonehill College 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. Also, crime statistics from incidents reported to officials at the institution who are defined by federal law as Campus Security Authorities because they have significant responsibility for student and campus activities. Including, but not limited to, Sexual Assault Response Consultative (SARC) Team members, Resident Assistants, Residence Directors, Area Coordinators, Student Access Monitors, the Title IX Office, and Office of Student Rights and Responsibilities staff.

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.

**Unfounded:**

When reported to campus security authorities but omitted from the crime statistics because they were later determined through investigation by sworn or commissioned law enforcement personnel to have been false or baseless when made.

Note: For this report, all records were analyzed to eliminate duplication.

2020 – There were no unfounded crimes

2019 – There were no unfounded crimes

2018 – There were no unfounded crimes



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

The next few pages display are the Clery reportable crime statistics for calendars years, 2018, 2019, and 2020. On these charts, we list the crime category followed by the year the crime was reported. A crime that took place in 2019 but was not reported until 2020 would be reported with the 2020 statistics.

The “On-Campus Property” category lists the total number of reported offenses that occurred on our main campus.

The “On Campus Student Housing Facilities” box is a subset of the total crimes that occurred within student housing facilities.

The “Non-Campus Property” refers to property that Stonehill owns or controls.

The “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 or their parking lots.

Note: Statistics for college housing facilities are recorded and included in both the all

on-campus category and the on-campus residential only category.

### Clery Reportable Crime Statistics

Offense	Year	On-Campus Property	On-Campus Student Housing Facilities	Non-Campus Property	Public Property	Total	Unfounded Crimes
Murder/ Non-Negligent Manslaughter	2020	0	0	0	0	0	0
	2019	0	0	0	0	0	0
	2018	0	0	0	0	0	0
Manslaughter By Negligence	2020	0	0	0	0	0	0
	2019	0	0	0	0	0	0
	2018	0	0	0	0	0	0
Rape	2020	1	1	0	0	1	0
	2019	1	1	0	0	1	0
	2018	9	9	0	0	9	0
Fondling	2020	2	2	0	0	2	0
	2019	5	4	0	0	5	0
	2018	7	4	0	0	7	0
Incest	2020	0	0	0	0	0	0
	2019	0	0	0	0	0	0
	2018	0	0	0	0	0	0
Statutory Rape	2020	0	0	0	0	0	0
	2019	0	0	0	0	0	0
	2018	0	0	0	0	0	0



Offense	Year	On-Campus Property	On-Campus Student Housing Facilities	Non-Campus Property	Public Property	Total	Unfounded Crimes
Robbery	2020	0	0	0	0	0	0
	2019	0	0	0	0	0	0
	2018	0	0	1	0	1	0
Aggravated Assault	2020	0	0	0	0	0	0
	2019	0	0	0	0	0	0
	2018	3	2	0	0	3	0
Burglary	2020	0	0	0	0	0	0
	2019	0	0	0	0	0	0
	2018	0	0	0	0	0	0
Motor Vehicle Theft	2020	0	0	0	0	0	0
	2019	0	0	0	0	0	0
	2018	1	0	0	0	1	0
Arson	2020	0	0	0	0	0	0
	2019	0	0	0	0	0	0
	2018	0	0	0	0	0	0

### Arrests: Liquor, Drug, and Weapons

Arrests	Year	On-Campus Property	On-Campus Student Housing Facilities	Non-Campus Property	Public Property	Total	Unfounded Crimes
Liquor Law Arrests	2020	1	0	0	0	1	0
	2019	1	0	0	0	1	0
	2018	0	0	0	0	0	0
Drug Law Arrests	2020	0	0	0	0	0	0
	2019	0	0	0	0	0	0
	2018	0	0	0	0	0	0
Weapons Law Arrests	2020	0	0	0	0	0	0
	2019	0	0	0	0	0	0
	2018	0	0	0	0	0	0

[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.

### Referrals for Discipline: Liquor, Drug, and Weapons

Referrals For Disciplinary Actions	Year	On-Campus Property	On-Campus Student Housing Facilities	Non-Campus Property	Public Property	Total	Unfounded Crimes
Liquor Law Referrals	2020	229	226	0	0	229	0
	2019	373	336	0	0	373	0
	2018	452	436	0	0	452	0
Drug Law Referrals	2020	0	0	0	0	0	0
	2019	0	0	0	0	0	0
	2018	1	1	0	0	1	0
Weapons Law Referrals	2020	1	1	0	0	1	0
	2019	1	1	0	0	1	0
	2018	3	3	0	0	3	0



### Violence Against Women's Act (VAWA)

Domestic Violence, Dating Violence, and Stalking

VAWA Offenses	Year	On-Campus Property	On-Campus Student Housing Facilities	Non-Campus Property	Public Property	Total	Unfounded Crimes
Domestic Violence	2020	1	0	0	0	1	0
	2019	2	1	0	0	2	0
	2018	2	2	0	0	2	0
Dating Violence	2020	1	1	0	0	1	0
	2019	2	1	0	0	2	0
	2018	3	2	0	0	3	0
Stalking	2020	2	2	0	0	2	0
	2019	2	1	0	0	2	0
	2018	1	1	0	0	1	0

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

## Non-Campus Property

### Non-Campus Properties:

Stonehill College leases apartments located in Washington, DC, Brooklyn, NY, and Los Angeles, CA. A small group of students resided in these residences in 2018, 2019, and 2020 while participating in a Stonehill College sponsored internship. Request letters were sent to these states to obtain crime statistics and we have no Clery Reportable crimes to report at any of these rental locations.

### Harbor One Bank:

Stonehill College 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.

2020 - There were no Clery Reportable crimes reported at Harbor One Bank

2019 - There were no Clery Reportable crimes reported at Harbor One Bank

2018 - There was one arrest for attempted unarmed robbery at Harbor One Bank

### Photogenic Lab:

The Lab for Education & Application Prototype - The Photonics Program (LEAP), located at 15 Plymouth Drive in Easton, MA

2020 - There were no Clery Reportable crimes reported at Photogenic Lab

2019 - There were no Clery Reportable crimes reported at Photogenic Lab

2018 - There were no Clery Reportable crimes reported at Photogenic Lab



## Hate Crimes

### Hate Crimes

Stonehill College strives to foster a safe and healthy learning environment that embodies diversity and inclusion of all members of the Stonehill College community. The hate crime statistics are separated by category of prejudice. The numbers for most of the specific crime categories are part of the overall statistics reported for each year. The only exceptions to this are the addition of simple assault, intimidation, and any other crime that involves bodily injury that is not already included in the required reporting categories. If a hate crime occurs where there is an incident involving intimidation, vandalism, larceny, simple assault, or other bodily injury, the law requires that the statistic be reported as a hate crime even though there is no requirement to report the crime classification in any other area of the compliance document.

#### Note:

A hate-related crime is not a separate, distinct crime, but is the commission of a criminal offense which was motivated by the offender's bias. For example, a subject

assaults a victim, which is a crime. If the facts of the case indicate that the offender was motivated to commit the offense because of his/her bias against the victim's race, sexual orientation, gender, religion, ethnicity, national origin, gender identity, or disability, the assault is then also classified as a hate crime.

### Hate Crime Reporting

- 2020 – There was one Hate Crime/Bias Incident – Intimidation based on race
- 2019 – There was one Hate Crime/Bias Incident – Intimidation based on race
- 2018 – There were no reported Hate Crimes/Bias Incidents

## Crime Prevention

### 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.

### Safety 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. During the 2020-2021 academic year, Stonehill College offered approximately twenty (20) crime prevention and security awareness programs. Topics such as personal safety, residence hall security, drug and alcohol abuse awareness, and sexual assault prevention are some examples of programs offered during the prior academic year. All crime prevention and security awareness programs encourage students and employees to be responsible for their own security and the security of others. 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:

- Always stay alert.
- 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 SCPD
- 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 you 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.

## 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. Suspected missing students should be reported immediately to the Stonehill College Police Department. 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). When students are informed of their option to provide a confidential contact, they are advised that their 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. In the event a student under 18 years of age and not emancipated, Stonehill College must notify a custodial parent or guardian within 24 hours of the determination that the student is missing, in addition to notifying any additional contact person designated by the student.

If the Stonehill College Police Department determines that a student is missing (regardless of age) and has been missing for 24 hours, the Easton Police Department (unless the local law enforcement agency was the entity that made the determination that the student is missing), the department of the community where the missing student maintains a home of record, and the person designated as the student's "missing person" contact will be notified no later than 24 hours after the student is determined to have been missing. This is regardless of whether the student has identified a contact person, is above the age of 18, or is an





emancipated minor, Stonehill College will inform the Easton Police Department (or local police department with jurisdiction) that the student is missing within 24 hours.

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 within 24 hours after the Stonehill College Police Department has determined that the student has been missing for 24 hours.

## Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, as Amended by the Violence Against Women Reauthorization Act of 2013

### Opposition To Sexual and Gender-Based Misconduct and Interpersonal Violence

Effective Date: August 14, 2020

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, domestic 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.

Toward that end, Stonehill College issues this statement of policy to inform the campus

community of our programs to address domestic violence, dating violence, sexual assault and stalking as well as the procedures for institutional disciplinary action in cases of alleged dating violence, sexual assault, or stalking, which will be followed regardless of whether the incident occurs on or off campus when it is reported to a College official.

Stonehill College is committed to maintaining a positive climate for study and work, in which individuals are judged solely on relevant factors, such as skill and performance, and can pursue their activities in an atmosphere that is free from discrimination, harassment, domestic violence, dating violence, sexual assault and

stalking. The College does not discriminate on the basis of sex or gender in any of its education or employment programs or activities. Sexual harassment is destructive to such a climate and will not be tolerated in the college community. Students or employees found responsible for violating this Policy will face sanctions, up to and including dismissal from the College. The Office of the Dean of Students and the Office of Human Resources jointly maintain and publish online a list of the range of possible sanctions for violations of this Policy that apply to students and employees. The Office of the Associate Vice President for Student Affairs/Dean of Students and the Office of Human Resources shall jointly promulgate procedures (the Procedures) to further the College's commitment to oppose sexual and gender-based misconduct and interpersonal violence. The Procedures shall include processes and guidelines that address the following: Acts that are prohibited by this Policy and the Procedures are also prohibited by law and can therefore also be addressed by Campus Police or off campus law enforcement. The Procedures will address the options and resources available to any individual who may wish to initiate a criminal action through off campus law enforcement.

The Procedures shall comply with Title IX of the Higher Education Amendment of 1972 ("Title IX"), including its implementing regulations at 34 CFR 106, and the 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"), which are collectively referred to as "the Laws."

The procedures shall directly address and define sexual/gender-based misconduct or interpersonal violence, which constitutes forms of sex discrimination prohibited by Title IX, a federal civil rights law.

The procedures shall apply regardless of the complainant's or respondent's race, gender, disability, age, marital status, religion, color, sexual orientation, gender identity, national origin, genetics, veteran's status, or other legally protected status. This Procedures shall provide guidance for both the Complainant and the Respondent and the Procedures shall:

1. Identify supportive resources;
2. Outline the College's response to alleged incidents of sexual and gender-based misconduct;
3. Communicate the expectations of the College;

4. Specify departments within the College responsible for managing specific aspects of the College's programs associated with its compliance with the Laws, including primary prevention and awareness programs and ongoing training and methods of support for parties involved in these processes;
5. Identify the forms of conduct that violate the Laws and the Policy; and
6. Explain the process for responding to sexual/gender-based misconduct or interpersonal violence reported to or reasonably known by the College, ensuring that an impartial, prompt, fair, and equitable investigative process is provided to resolve reports of sexual/gender-based misconduct or interpersonal violence and that the process includes the sharing of information regarding how reports are assessed, investigated, and resolved.

Additionally, the Procedures shall:

- Identify the College's Title IX Coordinator and Title IX Deputies and describe their roles in compliance with the Laws;
- Identify how students and employees can report violations of this Policy to

the College, the situations in which reports can be made confidentially, and the resources available both on and off campus to aid them, including the right to notify off campus law enforcement or be assisted by officials at the College in contacting law enforcement, as well as their right to decline to notify such authorities; and

- Address the reasonable steps the College takes to identify violations of this Policy, prevent recurrence of the behavior outlined in this Policy, and to correct its discriminatory effects on the complainant and others, as appropriate. The Procedures shall be reviewed at least annually by the College and shall be published on the College's website.



## Procedures For Opposition To Sexual and Gender-Based Misconduct and Interpersonal Violence Policy

Effective Date: August 14, 2020

These Procedures are promulgated under Stonehill College Policy S01.14 OPPOSITION TO SEXUAL AND GENDER-BASED MISCONDUCT AND INTERPERSONAL VIOLENCE. They shall at all times be interpreted consistent with Title IX of the Higher Education Amendment of 1972 (“Title IX”), including its implementing regulations at 34 CFR 106, and the 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”), which are collectively referred to as “the Laws.”

### JURISDICTION

These Procedures pertain 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 in the

United States when the alleged harassment involves conduct that occurred within the College’s own program or activity. Situations are fact-specific, and the College will look to factors such as whether the harassment occurred at a campus location or under circumstances where the College owned or exercised oversight, supervision, or discipline over the location or participants, or funded, sponsored, promoted, or endorsed the event or circumstance where the harassment occurred. When the conduct occurs outside the context of a College employment or education program or activity, but has continuing adverse effects on College property or other property owned or controlled by the College or in any College employment or education program or activity (including programs abroad), the College may investigate and take action consistent with those policies that pertain to Community Standards, personal conduct, and employee and student grievances.

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 these procedures. The College retains the discretion to simultaneously investigate any conduct that is related to the sexual/gender-based misconduct in question using these Procedures or any other appropriate policies or procedures 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 these Procedures.

## Notice of Non-Discrimination & Notice of Coordination With Opposition To Sexual Harassment and Other Forms of Discrimination

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, genetics, veteran's status, or other legally protected status 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 these Procedures with other existing policies and processes 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 these Procedures. Questions about which policy or process 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





## The Role of Title IX Coordinator, Deputies & Investigators

The College has designated a Title IX Coordinator who is responsible for the oversight of these Procedures. 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 applicable College policies. 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 Deputy Title IX Coordinators to fulfill any role or activity set forth in these Procedures. In this document, the term "Title IX

Coordinator" also refers to the Title IX Deputy when functioning in the Coordinator role or functioning in any other role related to their duties and responsibilities under the Law. Title IX Investigators conduct thorough and impartial investigations into the facts of a case including interviewing the complainant, respondent, witnesses, or others who may have relevant information, and collecting any other evidence deemed relevant to a case.

## Terminology, Definitions, and Nomenclature Used Within These Procedures

Consistent with the nomenclature used within federal regulations, the Procedures will use the term "complainant" to refer to the person who is alleged to be the victim of conduct that would constitute sexual/gender-based misconduct or interpersonal violence. At times, when referring to a law enforcement process or in other circumstances, the complainant may also be referred to as a victim or the reporting party. The College may use these words interchangeably and no weight should be given to the word choice as an indication of the College's opinion of, or position on, the allegations presented.

The definitions in the Procedures 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>.

In absence of a College definition, the state definition will inform the College's application of the Procedures.

Similarly, the College will use the word "respondent" to refer to the person who has been reported to be the perpetrator of conduct that could constitute sexual harassment or was complicit in the act(s) of sexual/gender-based misconduct or interpersonal violence.

## Sexual Harassment

Consistent with the requirements of federal regulations, Sexual Harassment actionable under Title IX means the following:

1. A College employee conditioning an educational benefit or service upon a person's participation in unwelcome sexual conduct (often called quid pro quo harassment); or
2. Unwelcome conduct on the basis of sex that is so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the College's education program or activity; or
3. Sexual Assault as that crime is defined in the Clery Act regulations (34 CFR 668.46).

## 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. Based on the specific allegations, Gender-Based Harassment may also constitute Sexual Harassment. The College may determine that an allegation of Gender-Based harassment, while not actionable under Title IX, may still be actionable under other conduct and grievance policies and procedures maintained by the College.

## 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. The existence of such a relationship shall be based on the complainant'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. For the purposes of this definition dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse. Dating violence does not include acts covered under the definition of domestic violence. Examples may include, but are not limited to: 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

A felony or misdemeanor crime of violence committed:

- By a current or former spouse or intimate partner of the victim;
- By a person with whom the victim shares a child in common;
- By a person who is cohabitating with, or has cohabitated with, the victim as a spouse or intimate partner;
- 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
- 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

Engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for the person's safety or the safety of others or suffer substantial emotional distress. For the purposes of this definition:

- "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;
- "Reasonable person" means a reasonable person under similar circumstances and with similar identities to the victim; and
- "Substantial emotional distress" means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.

Stalking 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 or 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 complainant

- Vandalizing the personal property of the complainant or an individual close to the complainant.
- 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, unwelcome:
  - 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 E03.35 Opposition to Sexual Harassment and Other Forms of Discrimination. For more information regarding consensual employee- student relations, see Policy E03.47 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 un-

derstandable 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 of 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, 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, uncon-

sciousness, sleep, physical impairment, or lack of active resistance. Consent may never be given by minors (for example in Massachusetts, those not 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 a Lack of Consent

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).

#### Assistance for Victims: Rights and Options

Regardless of whether a victim elects to pursue a criminal complaint or whether the offense is alleged to have occurred on or off campus, the College will assist victims of sexual assault, domestic violence, dating violence, and stalking and will provide each victim with a written explanation of their rights and options. Such written information will include:

Students have the right under federal law (Title IX) to expect that reports of gender-based misconduct will be taken seriously by Stonehill College. Under

federal law, if a student makes a formal report about gender-based misconduct to a College official (e.g. officials within Student Affairs, a Title IX Coordinator, Resident Assistants, Residence Directors, Campus Police, and certain other staff members with supervisory responsibilities), or when deemed necessary to protect the interests of the College community, the College has the obligation to investigate the complaint.

## Obtaining Protective 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.

### Supportive Measures, Including Interim Measures

Upon receipt of a report of domestic violence, dating violence, sexual assault, or stalking, Stonehill College will provide written notification to students and employees about accommodations available to them, including academic, living, transportation, protective orders, and working situations. The written notification will include information regarding the accommodation options, available assistance in requesting accommodations, and how to request accommodations and protective measures (i.e., the notification will include the name and contact information for the individual or office that should be contacted to request the accommodations).

At the victim's request, and to the extent of the victim's cooperation and consent, College offices will work cooperatively to assist the victim in obtaining accommodations. If reasonably available, a victim may be offered changes to academic, living, working, protective

measures, or transportation situations regardless of whether the victim chooses to report the crime to campus police or local law enforcement. Examples of options for a potential change to the academic situation may be to transfer to a different section of a class, withdraw and take a class at another time if there is no option for moving to a different section, etc. Potential changes to living situations may include moving to a different room or residence hall. Possible changes to work situations may include changing working hours. Possible changes in transportation may include having the student or employee park in a different location, assisting the student or employee with a safety escort, etc.

The Title IX Coordinator or Deputy may issue interim measures at any point before, during, and after an investigation has occurred. The Investigator may recommend such measures to the Title IX Coordinator or Deputy. These measures shall be designed to address both party's safety, well-being, and continued access to educational opportunities). Interim measures shall not be punitive in nature but may involve modifications to schedules and access to locations provided they do not limit opportunities for either party to effectively participate in educational opportunities.

Interim measures are also 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, reasonable no-contact orders, changes in housing assignment for the respondent and/or complainant, academic accommodations, changes in supervisor or work location, modifications of access to campus housing or grounds, modifications of access to non-academic events, changes in parking locations, increased security, and/or emotional and other support.

In certain circumstances, emergency removal of a respondent from campus may be warranted. The Chief of Campus Police or their designee shall undertake an individualized safety and risk analysis and determine whether an immediate threat to the health or safety of students or employees justifies removal. The College shall provide the respondent with notice and an opportunity to challenge the decision immediately following the removal. The respondent may challenge the removal by sending a written request to the Title IX Coordinator, who shall schedule a meeting with the respondent within two business days of the removal. The decision of the Title IX Coordinator shall be final.



Supportive measures are available to both parties regardless of whether a complainant pursues a complaint or investigation under this Policy. The College will maintain the privacy of any supportive 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 complainant or respondent to address any concerns about the provision of interim measures.

**Rights of victims and the Institution's Responsibilities for Orders of Protection. "No Contact" Orders, Restraining Orders, or similar lawful orders issued by a Criminal, Civil, or Tribal Court or by the Institution:**

Stonehill College complies with Massachusetts law in recognizing orders of protection, no contact orders, and restraining order. Any person who obtains an order of protection from Massachusetts or any other state should provide a copy to Campus Police and the Office of Title IX Coordinator. A complainant may then meet with campus police to develop a Safety Action Plan, which is a plan for campus police and the victim to reduce the risk of harm on campus or coming and going from campus. This plan may include, but is not

limited to: escorts, special parking arrangements, changing classroom location or allowing a student to complete assignments from home. The college cannot apply for a legal order of protection, no contact order or restraining order for a victim from the applicable jurisdiction. Protective orders obtained from the Court that does not allow your abuser to contact you or abuse you can be instrumental in getting you out of an unsafe situation.

In Massachusetts, there are two different types of protection orders. It's important to understand the difference between these orders, how they work, how they can help you, or how you can fight them if you find yourself on the defense of one obtained for the wrong reasons.

#### Two Types of Protective Orders in MA

In the case of abuse or harassment, you have two possible avenues to get legal protection: Abuse Prevention Orders and Harassment Prevention Orders.

A judge may issue an Abuse Prevention Order (or 209A Order) in a case where you have a specific relationship with the abusive person, such as a family member, a spouse or intimate partner, or someone who lives with you. You may ask for the 209A Order when the abuser has:

- Caused or attempted to cause you serious physical harm
- Made you fear the impending risk of serious and imminent physical harm
- Forced you or threatened you into having sex

The Harassment Prevention Order (or 258E Order) is not limited to a specific relationship type. You can request the 258E Order as a result of harassment, including the following acts:

- Someone has committed 3 or more willful, malicious acts against you which intentionally caused you fear, intimidation, abuse, or damage to your property.
- Someone has forced you or threatened you into having sex at least once.
- Someone has committed one of these crimes against you at least once: indecent assault and battery, rape, statutory rape, assault with intent to rape, criminal stalking, criminal harassment, enticement of a child, or drugging for sexual intercourse.

#### What Protection Orders Do

Each type of protective order can help you in several different ways. For instance, a judge can order an Abuse Prevention Order that tells the abuser to stay a certain distance away from you and your children, move out of your shared home, stop contacting you, stay away from your workplace or residence, and return all shared house keys and car keys to you, to name just a few examples. With a Harassment Prevention Order, a judge can order the person to stop harassing or abusing you, stop contacting you, keep away from your home or workplace, and pay you back for financial losses stemming from the harassment (like lost earnings, medical expenses, property damage, and so on).

#### How Long Do Restraining Orders Last?

First off, both types of restraining orders have sub-types to make sure you can request short-term and long-term protection.

Abuse Prevention Orders can include emergency protective orders, which can be obtained from the police department if there is an immediate danger to the Plaintiff and the court is closed; temporary or "ex parte" orders can be issued right away and are good for up to ten days while the defendant gets served and a hearing is held; long-term orders last up to one year and

need to be renewed at the given date of termination; and permanent orders, which are good for life and you never have to return to court to renew or fight them.

Harassment Prevention Orders only include temporary and long-term orders.

#### To Obtain a Protection Order

**Emergency Restraining Order:** If there is a danger of immediate abuse, you can go to your local police station and ask to obtain a restraining order if the Court is not open. You will need to fill out paperwork and an affidavit explaining why you need the restraining order. The restraining order will go into effect as soon as the Defendant is served. You will be required to appear at an appropriate Court having jurisdiction over your case first thing on the next day of business.

**Ex-Parte Protective Order:** If you are trying to get a Restraining Order or Harassment Prevention Order during normal business hours, you have to go to the appropriate court that has jurisdiction over your case and apply at the clerk's office. You will generally be able to speak with a victim advocate who can help you. You will need to fill out a bunch of documents and an affidavit stating why you need the protective order. You will then need to appear before a

Judge who will read your affidavit and listen to what you have to say about why you need the order. The Judge will either: (1) grant the request immediately, issue a temporary order, and set a review date that takes place within 10 days so that the Defendant can appear and explain why the order shouldn't be extended; (2) deny the request and not schedule a hearing; or (3) schedule a hearing that the Defendant can appear and explain his or her side of the story before granting the request.

**Long-Term Order:** A long-term order (up to a year in length) can only be granted by the Court after the Defendant has been served and has had a chance to appear and be heard relating to his/her defense. This is usually done by having an evidentiary hearing. Each side will tell his/her side to the Judge and then the Judge will make a determination to extend the order or deny it. You will have the chance to conduct a "cross-examination" which means you can ask the other side questions (rules of evidence apply, so you cannot just ask anything) if you want to. If the Judge grants the order, you will get a date at which you must return to either request the order be extended or fight it again, usually in about a year.

**Permanent Orders:** If you have been granted at least one one-year restraining order, you can file a motion to request that the Court grant a

permanent restraining order which requires proper notice to the other side and a hearing.

#### What Court Do I Go To?

Harassment Protection Orders can ONLY be heard in District Court. Restraining Orders can be heard in either District Court or Family Court. If you are trying to include your children on the restraining order and there is any type of family court litigation pending, you should go to Family Court rather than District Court. You can look up what District or Family Court serves the town/county that you live in.

The victim can apply and receive an order by going to: <https://www.mass.gov/lists/restraining-orderabuse-prevention-order-court-forms> and completing the following four mandatory forms:

- Complaint Form
- Affidavit Form
- Plaintiff Confidential Information Form
- Defendant Information Form

The College may issue an institutional no contact order if deemed appropriate or at the request of the victim or accused. If the College receives a report that such an institutional no contact order has been violated, the College will initiate disciplinary proceedings appropriate to the status of the

accused and will impose sanctions if the accused is found responsible for violating the no contact order.

In some circumstances, a complainant may also wish to seek an order of protection from a court of appropriate jurisdiction against the respondent. 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-employs 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 assistance from local law enforcement.

#### Other 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
- 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 508-565-1000
- 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
- EAP -- New Directions Behavioral Health (formerly E4 Health) – Contact Information available in HR
- 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

After an incident of sexual assault, dating violence or domestic violence, the victim should consider seeking medical attention as soon as possible. In Massachusetts, evidence may be collected even if you choose not to make a report to law enforcement.

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 document or by calling Campus Police, available 24 hours a day, at 508-565-1000 or 911.

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. Hospitals that do not have specially trained SANE nurses may also complete a sexual assault evidence kit.

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 complainant 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 to assist in proving that the alleged criminal offense occurred or that may be helpful in obtaining a protection order.

### Procedures the College Will Follow When a Crime of Domestic Violence, Dating Violence, Sexual Assault, and Stalking is Reported

The College has procedures in place that serve to be sensitive to victims who report sexual assault, domestic violence, dating violence, and stalking, including informing individuals about their right to file criminal charges as well as the availability of counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid and other services on and/or off campus as well as additional remedies to prevent contact between a complainant and an accused party, such as changes to housing, academic, protective orders, transportation, and working situations, if reasonably available. The College will make such accommodations or protective measures, if the victim requests them and if they are reasonably available, regardless of where the victim chooses to report the crime to the SCPD or Easton Police Department. Students and employees should contact

If a report of domestic violence, dating violence, sexual assault or stalking is reported to the College, below are the procedures that the College will follow:

#### Sexual Assault

1. Depending on when reported (immediate vs delayed report), institution will provide

the complainant with access to medical care

2. Institution will assess immediate safety needs of complainant
3. Institution will assist complainant with contacting local police if complainant requests AND provide the complainant with contact information for local police department
4. Institution will provide complainant with referrals to on and off campus mental health providers
5. Institution will assess need to implement interim or long-term protective measures, if appropriate
6. Institution will provide the victim with a written explanation of the victim's rights and options
7. Institution will provide a "No trespass" PNG directive to accused party if deemed appropriate
8. Institution will provide written instructions on how to apply for Protective Order
9. Institution will provide a copy of the policy applicable to Sexual Assault to the complainant and inform the complainant regarding timeframes for inquiry, investigation and resolution
10. Institution will inform the complainant of the outcome of the investigation, whether or not the accused will be administratively charged and what the outcome of the hearing is



11. Institution will enforce the anti-retaliation policy and take immediate and separate action against parties that retaliate against a person for complaining of sex-based discrimination or for assisting in the investigation

*Stalking*

1. Institution will assess immediate safety needs of complainant
2. Institution will assist complainant with contacting local police if complainant requests AND provide the complainant with contact information for local police department
3. Institution will provide written instructions on how to apply for Protective Order
4. Institution will provide written information to complainant on how to preserve evidence
5. Institution will assess need to implement interim or long-term protective measures, if appropriate
6. Institution will provide the victim with a written explanation of the victim’s rights and options
7. Institution will provide a “No trespass” PNG directive to accused party if deemed appropriate

*Dating Violence*

1. Institution will assess immediate safety needs of complainant
2. Institution will assist complainant with

contacting local police if complainant requests AND provide the complainant with contact information for local police department

3. Institution will provide written instructions on how to apply for Protective Order
4. Institution will provide written information to complainant on how to preserve evidence
5. Institution will assess need to implement interim or long-term protective measures, if appropriate
6. Institution will provide the victim with a written explanation of the victim’s rights and options
7. Institution will provide a “No trespass” PNG directive to accused party if deemed appropriate

*Domestic Violence*

1. Institution will assess immediate safety needs of complainant
2. Institution will assist complainant with contacting local police if complainant requests AND provide the complainant with contact information for local police department
3. Institution will provide written instructions on how to apply for Protective Order
4. Institution will provide written information to complainant on how to preserve evidence

5. Institution will assess need to implement interim or long-term protective measures, if appropriate
6. Institution will provide the victim with a written explanation of the victim’s rights and options
7. Institution will provide a “No trespass” PNG directive to accused party if deemed appropriate

*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/healthHh-wellness/share-sexual-harassment-assaul/share-advisors/>, after 4:30pm or over the weekend, contact Campus Police at 508-565-1000. 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 complainants and/or respondents in a variety of ways, including:

- Assistance with accessing emergency rape crisis treatment and emergency medical services, including accompanying the individual to the hospital, working with police, etc.
- Support throughout the College Title IX 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 complainant and respondent whether to utilize this support service. A S.H.A.R.E advisor is not the same as the party’s advisor of choice (“Advisor”), and a S.H.A.R.E. advisor cannot serve in such a capacity as part of the process. A party may have both a S.H.A.R.E. advisor and an Advisor.



## Privacy and Confidentiality

The College is committed to protecting the privacy of all individuals involved in the investigation and resolution of a report under these Procedures. 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 these Procedures.

### 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.

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 complainant’s name will never be published in connection with the College’s obligations under the Clery Act.

### Confidentiality

In addition, individuals may request that their directory information on file at the College be removed from public sources by contacting the Title IX Coordinator or the Office of the Registrar. Regardless of whether a victim has opted-out of allowing





the College to share “directory information,” personally identifiable information about the victim and other necessary parties will be treated as confidential and only shared with persons who have a specific need-to-know, i.e., those who are investigating/ adjudicating the report or those involved in providing support services to the victim, including accommodations and protective measures.

Further, the College will maintain as confidential 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.

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 officials.
- 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 complainant and respondent, 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). Only professionally licensed counselors and pastoral counselors (when acting in those capacities) are exempt as CSA's under the Clery Act. 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

speaks 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 Complainant

Students, employees, and all members of the College's community 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 complainant requests that the College not pursue an investigation or when the complainant 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 complainant's request to not investigate will be balanced against the following factors:

- The seriousness of the conduct;
- The respective ages and roles of the complainant and respondent;
- Whether there have been other reports of violations of this Policy involving the respondent;
- Whether the circumstances suggest there is a risk of the respondent committing additional violations of this Policy;
- Whether the respondent has a history of arrests or records indicating a history of violence;
- Whether the report indicates the respondent threatened further sexual violence or other violence against the complainant 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 respondent'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 complainant to not participate, the Title IX Coordinator will inform the complainant about the College's chosen course of action. In cases when the College determines the need to move forward with an investigation, the complainant 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 respondent or revealing the identity of the complainant.

## Timely Warning

Additionally, when the College, through a report to a College official, becomes aware of an ongoing threat to the health or safety of members of the campus community, College staff will issue a timely warning to the campus, pursuant with the Clery Act and consistent with Stonehill Policy F08.13. While the College will provide enough information to safeguard the campus community, a student's name or other personally identifying information will not be disclosed. With all reports that involve sexual or interpersonal violence, aggregate data will be provided to Campus Police so a statistic can be included in Stonehill's Annual Security Report in compliance with the Clery Act.

## Reporting Sexual/Gender-Based Misconduct or Interpersonal Violence

The College must have actual knowledge of allegations of sexual harassment allegations in order to respond to the allegations under Title IX. A person who experiences sexual/gender-based misconduct or interpersonal violence is encouraged to report the incident. Every complainant reporting to the Title IX Coordinator/Deputy or Campus Police will be provided with written information regarding their rights and available resources.

An investigation under this Policy will only commence when a Formal Complaint is issued. Pursuant to federal requirements, a Formal Complaint is a document signed by a complainant or by the Title IX Coordinator alleging sexual harassment/misconduct against a respondent about conduct within its education program or activity and requesting initiation of the recipient's grievance procedures. When the College has actual knowledge of reports by multiple complainants of conduct by the same respondent that could constitute

sexual harassment, the Title IX Coordinator will automatically file a formal complaint.

### Reporting Options

#### *Report to the College*

Students can report sexual assault, stalking, dating violence, domestic violence, and sexual/gender-based misconduct or interpersonal violence to a College official with authority to take corrective action. For the purposes of this Policy, the College affirmatively states that the Vice President for Student Affairs, the Associate Vice President for Student Affairs/Dean of Students, the Director of Residence Life, any Campus Police Officer, the General Counsel and any associate or assistant general counsel, and any individual employed in the Human Resources or Community Standards office, are College officials with authority to take corrective action consistent with 34 CFR 106.44(e)(6), as well as the 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

Ali Hicks – Interim Director of Community Standards/Title IX Deputy  
320 Washington Street  
Easton, MA 02357  
508-565-1384  
ahicks@stonehill.edu

Cindy MacDonald – Senior Associate Director of Athletics/Title IX Deputy  
320 Washington Street  
Easton, MA 02357  
508-565-1384  
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 by conducting preliminary interviews, providing the parties and the Hearing Officer with a summary of facts, and then

examining the parties and witnesses at a live hearing. The parties' Advisors may also conduct examinations and cross-examinations at the hearing. The Hearing Officer will submit to the Associate Vice President for Student Affairs/Dean of Students a written report containing factual findings, a determination of policy violation based on the preponderance of evidence standard, and any sanctions. The Associate Vice President for Student Affairs/Dean of Students will review the report, ensure that the findings and determinations are supported by the facts, and provide a copy of the Hearing Officer's report to the parties.

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

#### *Report to Easton Police Department*

Students can contact the Campus Police Department by calling 508-565-1000 or the Easton Police Department at 508-230-3322 or by dialing 911 from a cell phone. If the alleged criminal behavior did not occur in Easton, students should contact local law enforcement in the appropriate jurisdiction. Campus Police can assist in contacting the Easton Police Department or any other law enforcement agency.



To make a police report you must first contact the Stonehill College Police Department at the above telephone number. A dispatcher will answer your call and ask you pertinent questions regarding the incident. The dispatcher will provide you with all the steps that will need to be taken to report your incident if you select to do so.

If you wish to file a police report, an officer can meet you at any location you choose, or you could simply walk into the police department.

*Report to both the College and the Easton Police Department*

See options 1 and 2.

*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 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.

*Take No Action*

Students have the right not to file a police 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

The College will take appropriate actions to ensure that investigations of sexual assault, dating violence, domestic violence, stalking, sexual/gender-based misconduct or interpersonal violence complaints are completed in a prompt, fair, with an impartial investigation and resolution process. In all instances, the process will be conducted in a manner that is consistent with the institution's policy and that is transparent to the accuser and the accused. It will be conducted in a manner that is consistent with the institution's policies and transparent to the accuser and accused. Usually the resolution of domestic violence, dating violence, sexual assault and stalking complaints are completed within the timeframe specified in each policy the institution maintains. However, each procedure allows for extensions of timeframes designated the institution's policy. Written notice to the accuser and accused of the delay and reason for the delay will be disseminated if an extension is warranted. College officials involved in the investigation or adjudication of domestic

violence, dating violence, sexual assault and stalking complaints are trained annually on the issues related to domestic violence, dating violence, sexual assault, and stalking as well as how to conduct an investigation and hearing process that protects the safety of the victim and promotes accountability. Annual training includes: NACUA Title IX Training, Title IX Case Review Training, Decoding Title IX, Title IX Process Review, Decoding Digital Abuse; Prevention Strategies for 2020 and Beyond, Initial Overview of Response to the New Regulations, Sexual Assault Prevention, etc. Furthermore, each policy provides that:

1. The accuser and the accused will have timely notice for meetings at which the accuser or accused, or both, may be present
2. The accuser, the accused and appropriate officials will have timely and equal access to any information that will be used during the formal and informal disciplinary meeting and hearings
3. The institutional disciplinary procedures

will not be conducted by officials who have a conflict of interest or bias for or against the accuser or the accused.

4. The accuser and the accused will have the same opportunities to have others present during any institutional disciplinary proceeding. The accuser and the accused each have the opportunity to be advised by an advisor of their choice at any state of the process and to be accompanied by the advisor to any related meeting or proceeding. The College will not limit the choice of advisor or presence for either the accuser or the accused in any meeting or institutional disciplinary proceeding.
5. The accuser and the accused will be notified simultaneously, in writing, of the initial, interim and final decision of any disciplinary proceeding; and
6. Where an appeal is permitted under the applicable policy, the accuser and the accused will be notified simultaneously in writing, of the procedures for the accused and the victim to appeal the result of the institutional disciplinary proceeding. When an appeal is filed, the accuser and the accused will be notified simultaneously in writing of any change to the result prior to the time that it becomes final as well as of the final result once the appeal is resolved.

Timeframes for the major stages of the formal investigation process are normally as follows:

1. Upon approval by the Title IX Coordinator, the Deputy Title IX Coordinator will send a charge letter to the parties. The charge letter will include the following information:
  - a. A statement, as required under federal regulations, that there is a presumption that the respondent is not responsible for the alleged conduct until a determination is made;
  - b. A copy of the College's grievance procedures which may be included within the body of the letter or as an attachment or link to an electronic version of the procedures;
  - c. A clear statement of the allegations, including reference to specific sections of the College's policies which are alleged to have been violated, as well as the conduct that constitutes sexual harassment;
  - d. The identities of the parties alleged to be involved in the incident, if known;
  - e. The date and location of the alleged incident, if known;

- f. Notice that the parties may request to inspect and review evidence, including evidence the College does not intend to rely on in reaching a determination and the right to refer to and use such evidence during the investigation and hearing;
- g. Notice that informs the parties that knowingly making false statements or knowingly submitting false information during the grievance process is a violation of College policy;
- h. Notice that informs the parties that if the College decides later to investigate allegations not included in the notice provided, the College will provide notice of the new allegations;
- i. Notice that the standard of evidence and the burden of gathering evidence sufficient to reach a determination regarding responsibility rests with the College and not with the parties;
- j. Notice that the parties shall have an equal opportunity to present witnesses and other evidence and to have a support person present; and
- k. Notice that the parties can

mutually agree to engage in voluntary, informal resolution at any time prior to a determination being reached.

2. The Title IX Coordinator or Deputy will reach out to both parties to discuss formal and informal resolution options
3. The Investigator will contact the parties after issuance of the charge letter to schedule initial meetings.
4. The Investigator shall provide all parties with all evidence in the Investigator's possession. The Investigator shall have an ongoing duty to supplement the provision of evidence to the parties as evidence is submitted and becomes available.
5. Prior to the hearing described below, the Investigator shall provide to the parties a written summary of the relevant facts and evidence uncovered during the initial meetings.
6. The General Counsel will designate a decision maker to oversee the hearing (the "Hearing Officer").
7. The Investigator will submit to the Hearing Officer the written summary of the relevant facts and evidence.
8. The Hearing Officer will schedule the



hearing and set the approximate schedule of witness examinations. All such examinations shall for the sake of efficiency be scheduled on the least amount of days possible.

9. The parties may submit to the Hearing Officer requests that additional relevant witnesses or evidence be presented at the hearing. Any such requests shall be submitted in writing no later than three business days before the start of the hearing. During the hearing, the parties will have the opportunity to offer clarifications regarding the written summary.
10. The Hearing Officer shall conduct a live hearing that occurs in “real-time” and allows for both parties to see and hear questioning of the parties and witnesses by the Investigator. The College will provide a virtual hearing if requested by either party. The Hearing Officer will ensure an equal opportunity for the parties to present witnesses, including fact and expert witnesses. An audio recording of the hearing will be made available for the parties’ inspection and review.
11. At the hearing (which can take place over several days, sessions, or other increment), the Investigator shall ask

questions of the parties and witnesses called. During the hearing, the Hearing Officer may, at the request of a party or the Investigator, allow additional witnesses not previously identified to offer information that becomes known after the commencement of the hearing, becomes relevant as a result of information discovered at the hearing, or rebuts or supports information provided at the hearing. The parties and their Advisors may not participate or speak during the Investigator’s direct questioning of parties or witnesses. The parties may take notes, or, at their own expense, have a transcriber present, but are not allowed to audio or video tape the interviews on their own (as an audio recording will be provided by the College).

12. At the conclusion of the Investigator’s direct examination of a party or witness, either party may request an opportunity for direct and/or cross-examination of a party or witness (as the case may be), including witnesses not initially interviewed by the Investigator. The Hearing Officer shall be present as a decision maker during such examinations. The Investigator shall have the opportunity to cross-examine any witness or party. The Hearing Officer shall

be the final arbitrator on the permissibility of any question asked. Parties may not conduct direct or cross examination themselves; all such examination must be conducted by their Advisor.

13. Consistent with the “Rape Shield Law” the Hearing Officer shall determine the permissibility of evidence or questions regarding sexual behavior under the following process: the Hearing Officer shall only allow questions or evidence of a victim’s sexual behavior in the following circumstances: (1) the evidence is offered to prove that someone other than the respondent was the source of the injury/ harassment to the victim, (2) if the evidence is offered to provide consent of the victim to the actions alleged to have been conducted by the respondent, (3) if the probative value of the evidence outweighs the danger of harm to the victim, or (4) the victim has placed their sexual behavior or sexual predisposition into controversy and the respondent is introducing evidence to dispute the victim’s claims. If the respondent intends to offer such evidence, the respondent must provide notice to the Hearing Officer and the complainant’s Advisor at least 14 days before the scheduled direct or cross-examination and the Hearing Officer shall conduct a hearing with

the Advisors for the parties to argue the matter and for the Hearing Officer to make a decision as to the permissibility of the evidence.

14. Subsequent to the hearing, the Hearing Officer will provide the parties with a report that summarizes the relevant facts and evidence. The Hearing Officer will offer to meet with the parties separately to give them the opportunity to suggest clarifications and request reconsideration of additional relevant witnesses and evidence proffered during the hearing. The parties may choose to provide their suggestions to the Hearing Officer via email. The Hearing Officer will consider all suggestions, but is under no obligation to adopt them.
15. If a party or witness did not submit to cross-examination at the live hearing, the Hearing Officer may not rely on any statement of that party or witness in reaching a determination regarding responsibility. Additionally, the Hearing Officer will not draw an inference about the determination regarding responsibility based solely on a party’s or witness’s absence from the live hearing or refusal to answer cross-examination or other questions.
16. The Hearing Officer will submit to the Associate Vice President for Student

Affairs/Dean of Students a report that contains, at a minimum, the following:

- a. Identification of the section(s) of the College’s Community Standards and/or other policies alleged to have been violated, if any;
- b. A description of the procedural steps taken from the receipt of the complaint through the determination, including any notifications to the parties, interviews with parties and witnesses, site visits, methods used to gather other evidence, and hearings held;
- c. Findings of fact supporting the determination;
- d. Conclusions regarding the application of the College’s policy to the facts of the conduct allegedly constituting Title IX sexual harassment;
- e. A determination regarding responsibility using the appropriate standard of evidence as to each allegation and/or any lesser offense (for example, if a complainant alleges that the respondent committed sexual assault, the Hearing Officer could conclude that the respondent is not responsible for

sexual assault but is responsible for sexual harassment), and the rationale for each determination;

- f. Any disciplinary sanctions the College imposes on the respondent and any remedies provided to the complainant;
  - g. Any remediation efforts designed to restore or preserve access to the College’s education program or activity; and
  - h. A statement explaining the College’s appeal procedures and permissible bases for the complainant and respondent to appeal.
17. The Associate Vice President for Student Affairs/Dean of Students will review the Hearing Officer’s report to ensure that the findings and determinations are supported by the facts. The Associate Vice President for Student Affairs/Dean of Students will then issue to the parties a Final Report and offer to meet with each of the parties separately.
18. The College will disclose, in writing, the final results of any institutional adjudication conducted to the respondent, as well as to the complainant (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 complainant and respondent 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.

**Due Process Affirmation**

Consistent with the requirements of the Law, the College affirms that:

- There is a presumption of innocence for the respondent throughout the grievance process;
- The College will objectively evaluate all relevant evidence including inculpatory and exculpatory evidence;
- All Title IX Coordinators, investigators and decision-makers will not have conflicts of interest or bias for or against complainants or respondents
- No party will be denied due process protections;
- Nothing under these Procedures or the Law diminishes rights available to any individual under Title VII, which prohibits sex discrimination in an

employment context;

- The obligation to comply with Title IX is not obviated or alleviated by any state or local law; and
- All records of proceedings shall be maintained for seven years.

**Statement of Rights**

It is the goal of Stonehill College to ensure that individuals have access to needed resources, services, and information. The College assures all those 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 opportunity to challenge and request the removal of any college official from participation in the process based



on bias or prejudice.

4. Have the matter investigated in a prompt manner by appropriately trained investigators.
5. Have the matter handled in accordance with College policy.
6. Be offered a S.H.A.R.E. Advisor to be present at any time during the investigation.
7. Be accompanied by an Advisor of choice, who may be an attorney, to any meeting or disciplinary proceeding in which the complainant or respondent 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 except during cross-examination. The College will not unreasonably delay the investigation or determination of the outcome based on the availability of an Advisor.
8. Be allowed to submit potential witness names for consideration and be informed of all witnesses being interviewed by an investigator and be present during such interviews.
9. Be allowed to submit questions for the Investigator to ask during the investigation or to engage in cross-examination. Cross-examination

will be allowed as follows:

- a. During a live hearing conducted with all parties in the same room or connected via closed circuit television or similar technology;
- b. Cross-examination must be conducted by an Advisor present at the hearing. If the party does not have their own Advisor, the College shall provide the party an Advisor aligned with that party to conduct cross-examination;
- c. Each party shall be permitted to ask the other party and any witnesses all relevant questions and follow-up questions, including that challenging credibility.
- d. The rape shield protections found in Federal Rules of Evidence, Rule 412, which is intended to safeguard complainants against invasion of privacy, potential embarrassment, and stereotyping apply.
- e. Cross-examination shall be attended by the Hearing Officer who shall make determinations on the permissibility of all questions. If a question is excluded, the Hearing Officer must explain to the party's Advisor any decision to exclude a question. If a party or witness refuses to submit to cross-examination, as

required by federal regulations, all such statements given by such person shall be discounted and shall not become part of the record of the hearing or investigation.

10. Be allowed to review and respond to pertinent evidence received.
11. Be allowed to review and respond to the investigative report before it is submitted to the AVP/Dean for Students.
12. Not have irrelevant prior sexual history admitted into the investigation.
13. Be notified in writing within 10 business days of the formal decision of the Associate Vice President for Student Affairs/Dean of Students.
14. Be allowed to appeal the decision in accordance with the standards for appeal.
15. 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 Complainant

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 complainant 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 Respondent

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 respondent to prepare a response before any initial interview.

## Alternative Resolution Process

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. The alternative resolution process may include mediation, restorative justice, or other models of informal resolution. The particular form of the alternative resolution process will be discussed with the parties to determine the best way to proceed.

Participation in the alternative resolution process is voluntary and either party can request to end the alternative resolution process at any time and request a formal investigation. Both parties must provide written consent to participate in an alternative resolution process. In some instances, and at any time, the College, on its own, may determine that alternative resolution process is not appropriate, in which case, the College will notify the parties

that it is ending the alternative resolution process and initiating a formal investigation. The alternative resolution process will conclude with both parties consenting in writing to an agreed-upon outcome, which is final and not subject to appeal.

## Retaliation

The College encourages students to report all incidents of sexual/gender-based misconduct or interpersonal violence. Any threat of retaliation against a complainant, respondent, 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. The exercise of rights protected under the First Amendment do not constitute retaliation.



## 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 respondent or complainant 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 which affected the outcome.
2. New information that was not known to the parties at the time of the investigation.
3. The Title IX coordinator, Investigator, Hearing Officer, or decision-maker has a bias or conflict of interest. Appellate decisions are final.

### Appeals Process

Once an appeal is received, the other party will be notified and provided with an opportunity to review the submitted appeal and submit a written response within three (3) business days. Deadlines may be extended at the discretion of the Vice President for Student Affairs (VPSA) under exceptional circumstances. A deadline extension request must be submitted in writing. Upon receipt of all documents, the (VPSA) will conduct a review of the file limited to the grounds identified on appeal. On appeal, the burden is on the appellant to prove that the appeal has merit. Appellate reviews are reviews of the record only and are not a new investigation of the matter. There are no additional meetings with the involved parties unless the VPSA wishes to seek clarification about a party's written appeal or written response to an appeal.

The VPSA will strive to review and respond within 10 business days. The parties will be notified in writing if the process will take longer. The VPSA will provide a written statement which states one of the following appeal determinations:

1. The appeal does not meet one of the appeal criteria and is dismissed.
2. The appeal meets the appeal criteria and the case is remanded back to the Hearing Officer and Associate Vice President for Student Affairs/Dean of Students for reconsideration.
3. The appeal meets the appeal criteria and the investigation is reopened and assigned to a new investigator with specific corrective action instructions.

Whether or not criminal charges are filed, the College or a person may file a complaint under the following policies, depending upon the status of the accused (student or employee):

Types of disciplinary proceeding utilized in cases of alleged Domestic Violence, Dating Violence, Sexual Assault and Stalking.

These procedures are promulgated under Stonehill College Policy S01.14 OPPOSITION TO SEXUAL AND GENDER-BASED MISCONDUCT AND INTERPERSONAL VIOLENCE.

They shall at all times be interpreted consistent with Title IX of the Higher Education Amendment of 1972 (“Title IX”), including its implementing regulations at 34 CFR 106, and the Jeanne Clery Disclosure of

Campus Security Policy and Campus Crime Statistics Act (“Clery Act”) as amended by the Reauthorization of Violence Against Women Act of 2013 (“VAWA”), which are collectively referred to as “the Laws”.

#### How to File a Complaint Under this Policy:

#### Reporting to the College

Students can report cases of alleged Domestic Violence, Dating Violence, Sexual Assault and Stalking to a College official with authority to take corrective action. For the purposes of this policy, the College affirmatively states that the Vice President for Student Affairs, the Associate Vice President for Student Affairs/Dean of Students, the Director of Residence Life, any Campus Police Officer, the General Counsel and any associate or assistant general counsel, and any individual employed in the Human Resources or Community Standards office, are College officials with authority to take corrective action consistent with 34 CFR 106.44(e)(6), as well as the Title IX Coordinator, or 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

**Ali Hicks – Interim Director of Community Standards/Title IX Deputy**  
320 Washington Street  
Easton, MA 02357  
508-565-1384  
ahicks@stonehill.edu

**Cindy MacDonald – Senior Associate Director of Athletics/Title IX Deputy**  
320 Washington Street  
Easton, MA 02357  
508-565-1384  
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 by conducting preliminary interviews, providing the parties and Hearing Officer with a summary of facts, and then examining the parties and witnesses at a live hearing. The parties’ Advisors may also conduct examinations and cross-examination at the hearing. The Hearing Officer will submit to the Associate Vice President for Student Affairs/Dean of Students a written report containing factual findings, a determination of policy violation

based on the preponderance of evidence standard, and any sanctions. The Associate Vice President of Student Affairs/Dean of Students will review the report, ensure that the findings and determinations are supported by the facts, and provide a copy of the Hearing Officer’s report to the parties.

*Note: If the Respondent is a College employee, all references to the Associate Vice President for Student Affairs/Dean of Students are replaced by the Director of Human Resources. Additionally, a Deputy Title IX Coordinator will serve as the Title IX Coordinator in those cases.*

#### Report to Easton Police Department

Students can contact the Easton Police Department at 508-230-3322 or by dialing 911 from a cell phone. If the alleged criminal behavior did not occur in Easton, students should contact local law enforcement in the appropriate jurisdiction. Campus Police can assist in contacting the Easton Police Department or any other law enforcement agency.

#### Report to both the College and the Easton Police Department

See the above two options.



### Make an Anonymous Report

Students who wish to anonymously inform the College of Domestic Violence, Dating Violence, Sexual Assault and Stalking 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 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.

### 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 listed above. However, please note that a delay in reporting could create obstacles to the College's process for stopping or remedying its effects, and preventing recurrence as well as potentially weakening evidence that could be useful in determining whether prohibited conduct occurred.

### How the College Determines Whether This Policy will be used:

The College must have actual knowledge of

allegations in cases of alleged Domestic Violence, Dating Violence, Sexual Assault and Stalking in order to respond to the allegations under Title IX. A person who experiences misconduct is encouraged to report the incident. Every complaint reporting to the Title IX Coordinator/Deputy or Campus Police will be provided with written information regarding their rights and available resources.

An investigation under this policy will only commence when a Formal Complaint is issued. Pursuant to federal requirements, a Formal Complaint is a document signed by a complainant or by the Title IX Coordinator alleging misconduct against a respondent about conduct within its education program or activity and requesting initiation of the recipient's grievance procedures. When the College has actual knowledge of reports by multiple complainants of conduct by the same respondent the Title IX Coordinator will automatically file a formal complaint.

### Steps in the Disciplinary Process and Decision-Making Process:

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:

1. Upon approval by the Title IX Coordinator, the Deputy Title IX Coordinator will send a charge letter to the parties. The charge letter will include the following information:
    - a. a statement, as required under federal regulations, that there is a presumption that the respondent is not responsible for the alleged conduct until a determination is made;
    - b. a copy of the College's grievance procedures which may be included within the body of the letter or as an attachment or link to an electronic version of the procedures;
    - c. a clear statement of the allegations, including reference to specific sections of the College's policies which are alleged to have been violated, as well as the conduct that constitutes sexual harassment;
    - d. the identities of the parties alleged to be involved in the incident, if known;
    - e. the date and location of the alleged incident, if known;
    - f. notice that the parties may request to inspect and review evidence,
- including evidence the College does not intend to rely on in reaching a determination and the right to refer to and use such evidence during the investigation and hearing;
- g. notice that informs the parties that knowingly making false statements or knowingly submitting false information during the grievance process is a violation of College policy;
  - h. notice that informs the parties that if the College decides later to investigate allegations not included in the notice provided, the College will provide notice of the new allegations;
  - i. notice that the standard of evidence and the burden of gathering evidence sufficient to reach a determination regarding responsibility rests with the College and not with the parties;
  - j. notice that the parties shall have an equal opportunity to present witnesses and other evidence and to have a support person present; and
  - k. notice that the parties can mutually agree to engage in voluntary, informal resolution at any time prior to a determination being reached.

2. The Title IX Coordinator or Deputy will reach out to both parties to discuss formal and informal resolution options.
3. The Investigator will contact the parties after issuance of the charge letter to schedule initial meetings.
4. The Investigator shall provide all parties with all evidence in the Investigator's possession. The Investigator shall have an ongoing duty to supplement the provision of evidence to the parties as evidence is submitted and becomes available.
5. Prior to the hearing described below, the Investigator shall provide to the parties a written summary of the relevant facts and evidence uncovered during the initial meetings.
6. The General Counsel will designate a decision maker to oversee the hearing (the "Hearing Officer").
7. The Investigator will submit to the Hearing Officer the written summary of the relevant facts and evidence.
8. The Hearing Officer will schedule the hearing and set the approximate schedule of witness examinations. All such examinations shall for the sake of efficiency be scheduled on the least amount of days possible.
9. The parties may submit to the Hearing Officer requests that additional relevant

witnesses or evidence be presented at the hearing. Any such requests shall be submitted in writing no later than three business days before the start of the hearing. During the hearing, the parties will have the opportunity to offer clarifications regarding the written summary.

10. The Hearing Officer shall conduct a live hearing that occurs in "real-time" and allows for both parties to see and hear questioning of the parties and witnesses by the Investigator. The College will provide a virtual hearing if requested by either party. The Hearing Officer will ensure an equal opportunity for the parties to present witnesses, including fact and expert witnesses. An audio recording of the hearing will be made available for the parties' inspection and review.
11. At the hearing (which can take place over several days, sessions, or other increment), the Investigator shall ask questions of the parties and witnesses called. During the hearing, the Hearing Officer may, at the request of a party or the Investigator, allow additional witnesses not previously identified to offer information that becomes known after the commencement of the hearing, becomes relevant as a result of information discovered at the hearing, or

rebutts or supports information provided at the hearing. The parties and their Advisors may not participate or speak during the Investigator's direct questioning of parties or witnesses. The parties may take notes, or, at their own expense, have a transcriber present, but are not allowed to audio or videotape the interviews on their own (as an audio recording will be provided by the College).

12. At the conclusion of the Investigator's direct examination of a party or witness, either party may request an opportunity for direct and/or cross-examination of a party or witness (as the case may be), including witnesses not initially interviewed by the Investigator. The Hearing Officer shall be present as a decision maker during such examinations. The Investigator shall have the opportunity to cross-examine any witness or party. The Hearing Officer shall be the final arbitrator on the permissibility of any question asked. Parties may not conduct direct or cross examination themselves; all such examination must be conducted by their Advisor.
13. Consistent with the "Rape Shield Law" the Hearing Officer shall determine the permissibility of evidence or questions regarding sexual behavior under the

following process: the Hearing Officer shall only allow questions or evidence of a victim's sexual behavior in the following circumstances: (1) the evidence is offered to prove that someone other than the respondent was the source of the injury/harassment to the victim, (2) if the evidence is offered to provide consent of the victim to the actions alleged to have been conducted by the respondent, (3) if the probative value of the evidence outweighs the danger of harm to the victim, or (4) the victim has placed their sexual behavior or sexual predisposition into controversy and the respondent is introducing evidence to dispute the victim's claims. If the respondent intends to offer such evidence, the respondent must provide notice to the Hearing Officer and the complainant's Advisor at least 14 days before the scheduled direct or cross-examination and the Hearing Officer shall conduct a hearing with the Advisors for the parties to argue the matter and for the Hearing Officer to make a decision as to the permissibility of the evidence.

14. Subsequent to the hearing, the Hearing Officer will provide the parties with a report that summarizes the relevant facts and evidence. The Hearing Officer will offer to meet with the parties separately to give them the opportunity to suggest



clarifications and request reconsideration of additional relevant witnesses and evidence proffered during the hearing. The parties may choose to provide their suggestions to the Hearing Officer via email. The Hearing Officer will consider all suggestions, but is under no obligation to adopt them.

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16. The Hearing Officer will submit to the Associate Vice President for Student Affairs/Dean of Students a report that contains, at a minimum, the following:
  - a. Identification of the section(s) of the College's Community Standards and/or other policies alleged to have been violated, if any;
  - b. A description of the procedural steps taken from the receipt of the complaint through the determination, including any

notifications to the parties, interviews with parties and witnesses, site visits, methods used to gather other evidence, and hearings held;

- c. Findings of fact supporting the determination;
- d. Conclusions regarding the application of the College's policy to the facts of the conduct allegedly constituting Title IX sexual harassment;
- e. A determination regarding responsibility using the appropriate standard of evidence as to each allegation and/or any lesser offense (for example, if a complainant alleges that the respondent committed sexual assault, the Hearing Officer could conclude that the respondent is not responsible for sexual assault but is responsible for sexual harassment), and the rationale for each determination;
- f. Any disciplinary sanctions the College imposes on the respondent and any remedies provided to the complainant;
- g. Any remediation efforts designed to restore or preserve access to the College's education program or activity; and

- h. A statement explaining the College's appeal procedures and permissible bases for the complainant and respondent to appeal.

17. The Associate Vice President for Student Affairs/Dean of Students will review the Hearing Officer's report to ensure that the findings and determinations are supported by the facts. The Associate Vice President for Student Affairs/Dean of Students will then issue to the parties a Final Report and offer to meet with each of the parties separately.
18. The College will disclose, in writing, the final results of any institutional adjudication conducted to the respondent, as well as to the complainant (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 complainant and respondent 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.

*Due Process Affirmation*

Consistent with the requirements of the Law, the College affirms that:

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- all Title IX Coordinators, investigators and decision-makers will not have conflicts of interest or bias for or against complainants or respondents
- no party will be denied due process protections;
- nothing under these Procedures or the Law diminishes rights available to any individual under Title VII, which prohibits sex discrimination in an employment context;
- the obligation to comply with Title IX is not obviated or alleviated by any state or local law; and
- all records of proceedings shall be maintained for seven years.

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resources, services, and information. The College assures all those involved in incidents of sexual/gender-based misconduct or interpersonal violence will:

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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 opportunity to challenge and request the removal of any college official from participation in the process based on bias or prejudice.
4. Have the matter investigated in a prompt manner by appropriately trained investigators.
5. Have the matter handled in accordance with College policy.
6. Be offered a S.H.A.R.E. Advisor to be present at any time during the investigation.
7. Be accompanied by an Advisor of choice,

who may be an attorney, to any meeting or disciplinary proceeding in which the complainant or respondent 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 except during cross-examination. The College will not unreasonably delay the investigation or determination of the outcome based on the availability of an Advisor.

8. Be allowed to submit potential witness names for consideration and be informed of all witnesses being interviewed by an investigator and be present during such interviews.
9. Be allowed to submit questions for the Investigator to ask during the investigation or to engage in cross-examination. Cross-examination will be allowed as follows:
  - a. During a live hearing conducted with all parties in the same room or connected via closed circuit television or similar technology;
  - b. Cross-examination must be conducted by an Advisor present at the hearing. If the party does not have their own Advisor, the College shall provide the party an Advisor

aligned with that party to conduct cross-examination;

- c. Each party shall be permitted to ask the other party and any witnesses all relevant questions and follow-up questions, including that challenging credibility.
- d. The rape shield protections found in Federal Rules of Evidence, Rule 412, which is intended to safeguard complainants against invasion of privacy, potential embarrassment, and stereotyping apply.
- e. Cross-examination shall be attended by the Hearing Officer who shall make determinations on the permissibility of all questions. If a question is excluded, the Hearing Officer must explain to the party's Advisor any decision to exclude a question. If a party or witness refuses to submit to cross-examination, as required by federal regulations, all such statements given by such person shall be discounted and shall not become part of the record of the hearing or investigation.
6. Be allowed to review and respond to pertinent evidence received.
7. Be allowed to review and respond to the investigative report before it is submitted

to the Associate Vice President for Student Affairs/Dean of Students.

8. Not have irrelevant prior sexual history admitted into the investigation.
9. Be notified in writing within 10 business days of the formal decision of the Associate Vice President for Student Affairs/Dean of Students.
10. Be allowed to appeal the decision in accordance with the standards for appeal.
11. 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 Complainant*

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 complainant 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 Respondent*

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 respondent to prepare a response before any initial interview.

### *Alternative Resolution Process*

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. The alternative resolution process may include mediation, restorative justice, or other models of informal resolution. The particular form of the alternative resolution process will be discussed with the parties to determine the best way to proceed. Participation in the alternative resolution process is voluntary and either party can request to end the alternative resolution process at any time and request a formal investigation. Both parties must provide written consent to par-

ticipate in an alternative resolution process. In some instances, and at any time, the College, on its own, may determine that an alternative resolution process is not appropriate, in which case, the College will notify the parties that it is ending the alternative resolution process and initiating a formal investigation. The alternative resolution process will conclude with both parties consent in writing to an agreed-upon outcome, which is final and not subject to appeal.

### *Retaliation*

The College encourages students to report all incidents of sexual/gender-based misconduct or interpersonal violence. Any threat of retaliation against a complainant, respondent, 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. The exercise of rights

protected under the First Amendment do not constitute retaliation.

### *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 respondent or complainant 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 which affected the outcome.

2. New information that was not known to the parties at the time of the investigation.
3. The Title IX coordinator, Investigator, Hearing Officer, or decision-maker has a bias or conflict of interest.

Appellate decisions are final.

### *Appeals Process*

Once an appeal is received, the other party will be notified and provided with an opportunity to review the submitted appeal and submit a written response within three (3) business days. Deadlines may be extended at the discretion of the Vice President for Student Affairs (VPSA) under exceptional circumstances. A deadline extension request must be submitted in writing. Upon receipt of all documents, the (VPSA) will conduct a review of the file limited to the grounds identified on appeal. On appeal, the burden is on the appellant to prove that the appeal has merit. Appellate reviews are reviews of the record only and are not a new investigation of the matter.

There are no additional meetings with the involved parties unless the VPSA wishes to seek clarification about a parties' written appeal or written response to an appeal.

The VPSA will strive to review and respond within 10 business days. The parties will be notified in writing if the process will take longer. The VPSA will provide a written statement which states one of the following appeal determinations:

1. The appeal does not meet one of the appeal criteria and is dismissed.
2. The appeal meets the appeal criteria and the case is remanded back to the Hearing Officer and Associate Vice President for Student Affairs/Dean of Students for reconsideration.
3. The appeal meets the appeal criteria and the investigation is reopened and assigned to a new investigator with specific corrective action instructions.

### 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.

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.

In addition, the College will evaluate on an ongoing basis, all policies and procedures related to sexual/gender-based misconduct or interpersonal violence.

### 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 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.” <http://www.malegislature.gov/Laws/GeneralLaws/PartII/TitleIII/Chapter209A>

**Dating Violence:** Massachusetts does not have a law pertaining to violence that occurs between people in a dating relationship. Instead, Massachusetts General Law chapter 265, section 13A would apply: “an assault or an assault and battery: (i) upon another and [the perpetrator] by such assault and battery causes serious bodily injury; (ii) upon another who is pregnant at the time of such assault and battery, [the perpetrator] knowing or having reason to know that the person is pregnant; or (iii) upon another who [the perpetrator] knows has an outstanding temporary or permanent vacate, restraining or no-contact order or judgment issued pursuant to [applicable law], in effect against him at the time of such assault or assault and battery.” <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 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>.

### Training

All Title IX coordinators, investigators, decision-makers, and those involved in any informal resolution process shall receive annual training which includes:

The definition of sexual harassment for Title IX purposes;

The scope of the College’s education “program or activity” under Title IX;

How to conduct an investigation and grievance process including hearings, appeals, and informal resolution process, as applicable;

How to serve impartially including avoiding prejudgment of facts at issue, conflicts of interest, and bias;

Technology to be used at a live hearing;

Issues of relevance of questions and evidence, including rape-shield limitations; and

Issues of relevance to create an investigative report that fairly summarizes relevant evidence.

All training materials must be posted on the institution’s website.

### Compliance Questions

Questions or complaints about the College’s compliance with Title IX may also be addressed to the U.S. Department of Education, Office for Civil Rights, 5 Post Office Square, Boston, MA 02109. Telephone: 617-289-0111.

## 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.

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.

### Risk Reduction

With no intent to victim blame and recognizing that only abusers are responsible for their abuse, the following are some strategies to reduce one’s risk of sexual assault or harassment (taken from Rape, Abuse, & Incest National Network, [www.rainn.org](http://www.rainn.org))

1. Be aware of your surroundings. Knowing where you are and who is around you may help you to find a way to get out of a bad situation.
2. Try to avoid isolated areas. It is more difficult to get help if no one is around.
3. Walk with purpose. Even if you don’t know where you are going, act like you do.
4. Trust your instincts. If a situation of location feels unsafe or uncomfortable, it probably isn’t the best place to be.
5. Try not to load yourself down with packages or bags as this can make you appear more vulnerable.

6. Make sure your cell phone is with you and charged and that you have cash money.
7. Don't allow yourself to be isolated with someone and you don't trust or someone you don't know.
8. Avoid putting music headphones in both ears so that you can be more aware of your surroundings, especially if you are walking alone.
9. When you go to a social gathering, go with a group of friends. Arrive together, check in with each other throughout the evening, and leave together. Knowing where you are and who is around you may help you to find a way out of a bad situation.
10. Trust your instincts if you feel unsafe in any situation, go with your gut. If you see something suspicious, contact law enforcement immediately (local authorities can be reached by calling 911 in most areas of the U.S.).
11. Don't leave your drink unattended while talking, dancing, using the restroom, or making a phone call. If you've left your drink alone, just get a new one.
12. Don't accept drinks from people you don't know or trust. If you choose to accept a drink, go with a person to the bar to order it, watch it being poured, and carry it yourself. At parties, don't drink from the punch bowls or other large, common open containers.
13. Watch out for your friends, and vice versa. If a friend seems out of it, is way too intoxicated for the amount of alcohol they've had, or is acting out of character, get him or her to a safe place immediately.
14. If you suspect you or a friend has been drugged, contact local enforcement immediately (local authorities can be reached by calling 911 and most areas of the U.S.). Be explicit with doctors so they can give you the correct tests (you will need a urine test and possibly others).
15. If you need to get out of an uncomfortable or scary situation here are some things that you can try:
  - a. Remember that being in this situation is not your fault. You did not do anything wrong, it is the person who is making you uncomfortable that is to blame.
  - b. Be true to yourself. Don't feel obligated to do anything you don't want to do. "I don't want to" is always a good enough reason. Do what feels right to you and what you are comfortable with.

- c. Have a code word with your friends or family so that if you don't feel comfortable you can call them and communicate your discomfort without the person you are with knowing. Your friends or family can then come to get you or make up an excuse for you to leave.
- d. Lie. If you don't want to hurt the person's feelings it is better to lie and make up a reason to leave then to stay and be uncomfortable, scared, or worse. Some excuses you could use are: needing to take care of a friend or family member, not feeling well, having somewhere else that you need to be, etc.
16. Try to think of an escape route. How would you try to get out of the room? Where are the doors? Windows? Are there people around who might be able to help you? Is there an emergency phone nearby?
17. If you and/or the other person have been drinking, you can say that you would rather wait until you both have your full judgment before doing anything you may regret later.

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.

Stonehill College offers Bystander Intervention Training (BIT). It is a one and a half hour training 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. All students are encouraged to take part in this important program and learn how help make this a welcoming community. For example, students will learn how to help/intervene by using the 3D's: **Direct, Delegate, Distract**.

**Direct:** If comfortable, approach the person(s) directly yourself.

**Delegate:** Find friends of the victim (or perpetrator) to intervene. Call the RA, Campus Police or Residence Director on-call.

**Distract:** Divert attention away from situation.



### How to Be an Active Bystander

Bystanders play a critical role in the prevention of sexual and relationship violence. They are “individuals who observe violence or witness the conditions that perpetuate violence. They are not directly involved but have the choice to intervene, speak up, or do something about it.”<sup>1</sup> We want to promote a culture of community accountability where bystanders are actively engaged in the prevention of violence without causing further harm. We may not always know what to do even if we want to help. Below is a list<sup>2</sup> of some ways to be an active bystander. Further information regarding bystander intervention may be found. If you or someone else is in immediate danger, dial 911. This could be when a person is yelling at or being physically abusive towards another and it is not safe for you to interrupt.

1. Watch out for your friends and fellow students/employees. If you see someone who looks like they could be in trouble or need help, ask if they are ok.
2. Confront people who seclude, hit on, try to make out with, or have sex with people

<sup>1</sup> Burn, S.M. (2009). A situational model of sexual assault prevention through bystander intervention. *Sex Roles*, 60, 779-792.

<sup>2</sup>Bystander intervention strategies adapted from Stanford University's Office of Sexual Assault & Relationship Abuse

who are incapacitated.

3. Speak up when someone discusses plans to take sexual advantage of another person.
4. Believe someone who discloses sexual assault, abusive behavior, or experience with stalking.
5. Refer people to on or off campus resources listed in this document for support in health, counseling, or with legal assistance.

In addition, the College will evaluate on an ongoing basis, all policies and procedures related to sexual/gender-based misconduct or interpersonal violence.

## Ongoing Prevention and Awareness Campaigns

The College has developed an annual educational campaign consisting of:

**Rape Aggression Defense (R.A.D.):** Is a nationally recognized self-defense class designed specifically for women. It consists of four 3 hour training sessions with a certified R.A.D. instructor. Students learn awareness and risk reduction skills as well as basic self-defense techniques. R.A.D. is co-sponsored by the Stonehill College Campus Police Department and by the Health and Wellness Office. This is an on-going training throughout the academic year.

**Take Back the Night:** Is a national violence prevention event that raises awareness of domestic, dating and sexual violence. Student clubs, volunteers and the Health and Wellness Office team up to conduct on going programs, workshops, lectures and events.

**Escalation Workshop by the One Love Foundation:** A new relationship violence prevention program created by the One Love Foundation, which teaches young adults about the dangers of dating violence and stalking as well as how to intervene or seek help. This is an

on-going training which will be offered throughout the academic year.

**Freshmen Orientation Speaker on Sexual Violence Prevention:** A guest speaker's trained by the nationally recognized Steve Thompson, an expert in sexual violence prevention, present a series of vignettes on sexual and relationship violence with prevention and intervention tips. During this engaging presentation students learn what sexual assault is, how to help prevent it, how to seek help and additional resources on and off campus. This primary prevention program is offered annually to our first-year students.

**M.V.P. Mentors in Violence Prevention:** Is an hour and a half training on sexual violence prevention training for student athletes. Students will learn about sexual violence in a college setting, intervention methods and prevention tips.

## Related Massachusetts Legal Definitions

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<http://www.malegislature.gov/Laws/GeneralLaws/PartII/TitleIII/Chapter209A>  
**Dating Violence:** Massachusetts does not have a law pertaining to violence that occurs between people in a dating relationship. Instead, Massachusetts General Law chapter 265, section 13A would apply: “an assault or an assault and battery: (i) upon another and [the perpetrator] by such assault and battery causes serious bodily injury; (ii) upon another who is pregnant at the time of such assault and battery, [the perpetrator] knowing or having reason to know that the person is pregnant; or (iii) upon another who [the perpetrator] knows has an outstanding temporary or permanent vacate, restraining or no- contact order or judgment issued pursuant to [applicable law], in effect against him at the time of such assault or assault and battery.” <http://www.malegislature.gov/Laws/GeneralLaws/PartIV/TitleI/Chapter265/Section13a>.

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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:

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## Training

All Title IX coordinators, investigators, decision-makers, and those involved in any informal resolution process shall receive annual training which includes:

- The definition of sexual harassment for Title IX purposes;
- The scope of the College's education "program or activity" under Title IX;
- How to conduct an investigation and grievance process including hearings, appeals, and informal resolution process, as applicable;
- How to serve impartially including avoiding prejudice of facts at issue, conflicts of interest, and bias;
- Technology to be used at a live hearing;
- Issues of relevance of questions and evidence, including rape-shield limitations; and
- Issues of relevance to create an investigative report that fairly summarizes relevant evidence.
- All training materials must be posted on the institution's website.

## Compliance Questions

The following person has been designated to handle student inquiries regarding the College's non-discrimination policy:

Thomas V. Flynn, Esq.,  
General Counsel  
Stonehill College Easton, MA 02357  
(508)-565-1413

Inquiries concerning the application of non-discrimination policies may also be referred to:

Regional Director, Office of Civil Rights  
U.S. Department of Education  
5 Post Office Square, Boston, MA 02109  
(617)-289-0111

## Sex Offender Registry

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>

### (HEOA) Notification to Victims of Crimes of Violence

The College will, upon written request, disclose to the alleged victim of a crime of violence, or a non-forcible sex offense, the report on the results of any disciplinary proceeding conducted by such institution against a student who is the alleged perpetrator of such crime or offense. If the alleged victim is deceased as the result of such crime or offense, the next of kin of such victim shall be treated as the alleged victim for purposes of this paragraph.

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

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 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. In compliance with the Drug Free Schools



and Communities Act. Stonehill College publishes information regarding the College's prevention programs related to drug and alcohol abuse prevention which include standards of conduct that prohibit the unlawful possession, use, and distribution of alcohol and illegal drugs on campus and at institution-associated activities; sanctions for violations of federal, state, and local laws and College policy: a description of health risks associated with alcohol and other drug use and abuse; and a description of available counseling, treatment, rehabilitation and/or reentry programs for Stonehill College students and employees. A complete description of these topics, as provided in the College's annual notification to students and employees, is available online at: [wellness@stonehill.edu](mailto:wellness@stonehill.edu) or by calling 508-565-1544.

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 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 and Drug 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 Chief of Police and Stonehill College Police Department has the primary responsibility for the enforcement of State underage drinking laws as well as the enforcement of Federal and State drug laws.

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 ordinance.
2. Possession (this applies to full, partially full, and empty containers), use, sale 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, if

the guest is 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
- 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.

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.

- 10.** 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.

- 11.** 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.
- 12.** Operation of motor vehicles which contain alcohol, by a student under the age of 21, regardless of the age of any passenger in the vehicle.
- 13.** 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.
- 14.** 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.
- 15.** Commercial delivery of alcoholic beverages to the residence halls or the College's Mail Services.

- 16.** Use of alcoholic beverages to render another person physically or emotionally incapacitated.

- 17.** 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.
- An 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.

- 18.** Possession or a full or empty excessive amount of alcohol. An excessive amount may include any amount of alcohol over the limits specified.

- 19.** 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.
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.
  - Up to two guests per current student will be allowed.
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.

### Smoking on Campus

1. Smoking is prohibited in all campus buildings and facilities including all 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, use, sale 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

**A**lcohol 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 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, Paragoric, 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

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	Moderate/ Moderate
AMPHETAMINES	Biphetamine, Delcobase, Desoxyn, Dexedrine, Obetrol	Attention Deficit Disorders, Narcolepsy, Weight Control	High-Moderate/ High-Moderate
PHENMETRAZINE	Preludin	Weight Control	Low/Low
METHYLPHENIDATE	Ritalin	Attention Deficit Disorders, Narcolepsy	High/High

**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
AMPHETAMINES	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 Law Violations

Stonehill College is committed to maintaining a safe and secure environment that supports the academic mission of the college. Possessing firearms, using firearms, attempting to use or threatening to use firearms whether, loaded or unloaded, explosives or other weapons, even if legally possessed off campus, is prohibited, by the state of Massachusetts on College property and prohibited by College Policy both on campus and at any off campus sponsored event.

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). 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)).

## 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.

### Shelter-in-Place Procedures - What it Means to "Shelter-in-Place"

If an incident occurs and the buildings or areas around you become unstable, or if the air outdoors becomes dangerous due to toxic or irritating substances, it is usually safer to stay indoors, because leaving the area may expose you to that danger. Thus, to "shelter-in-place" means to make a shelter of the building that you are in, and with a few adjustments this location can be made even safer and more comfortable until it is safe to go outside.

### Basic “Shelter-in-Place” Guidance

If an incident occurs and the building you are in is not damaged, stay inside in an interior room until you are told it is safe to come out. If your building is damaged, take your personal belongings (purse, wallet, access card, etc.) and follow the evacuation procedures for your building (close your door, proceed to the nearest exit, and use the stairs instead of the elevators). Once you have evacuated, seek shelter at the nearest College building quickly. If police or fire department personnel are on the scene, follow their directions.

### How You Will Know to “Shelter-in-Place”

A shelter-in-place notification may come from several sources, [CPSA], Housing Staff members, other College employees, Local PD, or other authorities utilizing the College’s emergency communications tools.

### How to “Shelter-in-Place”

No matter where you are, the basic steps of shelter-in-place will generally remain the same. Should the need ever arise, follow these steps, unless instructed otherwise by local emergency personnel:

1. If you are inside, stay where you are. Collect any emergency shelter-in-place supplies and a telephone to be used in

case of emergency. If you are outdoors, proceed into the closest building quickly or follow instructions from emergency personnel on the scene.

2. Locate a room to shelter inside. It should be:
  - a. An interior room:
  - b. Above ground level; and
  - c. Without windows or with the least number of windows. If there is a large group of people inside a particular building, several rooms may be necessary.
  - d. Lock all doors in the room you are sheltering in.
  - e. If doors do not have a locking mechanism, use desks, chairs and other furniture in the room to barricade the doors from the inside.
3. Shut and lock all windows (tighter seal) and close exterior doors.
4. Turn off air conditioners, heaters, and fans.
5. Close vents to ventilation systems as you are able. (College staff will turn off the ventilation as quickly as possible.)
  - a. Shelter in place in the room as far away as possible from windows and doors.

6. Make a list of the people with you and ask someone (hall staff, faculty, or other staff) to call the list into SCPD so they know where you are sheltering. If only students are present, one of the students should call in the list.
7. Turn on a radio or TV and listen for further instructions.
8. Make yourself comfortable.

### Test of Emergency Response Plans and Systems

Stonehill College maintains an Emergency Response Plan that outlines responsibilities of campus units during emergencies. This plan outlines incident priorities, campus organization and specific responsibilities of particular units or positions.

College units are responsible for developing emergency response and continuity of operations plans for their areas and staff. Campus emergency management provides resources and guidance for the development of these plans. Emergencies occurring on campus should be reported to the Stonehill College Police Department emergency Line at 508-565-5555, or by locating the nearest blue light emergency phone which are located throughout campus.

In conjunction with other emergency agencies, the College conducts emergency re-

sponse drills and exercises each year, such as tabletop exercises, field exercises, and tests of the emergency notification systems on campus. These tests, which may be announced or unannounced, are designed to assess and evaluate the emergency plans and capabilities of the institution.

The campus publicizes a summary of the emergency response and evacuation procedures via email at least once each year in conjunction with a test (exercise and drill) that meets all of the requirements of the Higher Education Opportunity Act.

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 drill of the emergency notification (Hill Alert) system is conducted annually by sending a “drill” 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.

#### Emergency/Immediate Notification

Stonehill College maintains an Emergency Response Plan that outlines responsibilities of campus units during emergencies. This plan outlines incident priorities, campus organization and specific responsibilities of particular units or positions.

College units are responsible for developing emergency response and continuity of operations plans for their areas

and staff. Campus emergency management provides resources and guidance for the development of these plans. Emergencies occurring on campus should be reported to the Stonehill College Police Department emergency Line at 508-565-5555, or by locating the nearest blue light emergency phone which are located throughout campus. Stonehill College has developed a process to notify the campus community in cases of emergency. While it is impossible to predict every significant emergency or dangerous situation that may occur on campus, the following identified situations are examples which may warrant an emergency (immediate) notification after confirmation: armed/hostile intruder: bomb/explosives (threat): communicable disease outbreak: severe weather: terrorist incident: civil unrest: natural disaster: hazardous materials incident, and structural fire.

Individuals can report emergencies occurring at Stonehill College by calling the Stonehill College Police Department emergency Line at 508-565-5555, or by locating the nearest blue light emergency phone which are located throughout campus.

In the event of an emergency, Stonehill College will initiate and provide, without delay, immediate notifications to the

appropriate segment(s) of the College community upon the confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students, employees, and visitors.

The Campus Police staff is responsible for responding to reported emergencies and confirming the existence of an emergency, sometimes in conjunction with campus administrators, local first responders and/or the National Weather Center.

If the Chief of SCPD, or designee, in conjunction with other College administrators, local first responders, Public Health Officials and/or the National Weather Service, confirms that there is an emergency or dangerous situation that poses an immediate threat to the health or safety of some or all members of the Stonehill College community, the Stonehill College Police Department and Media Relations will collaborate to determine the content of the message and will use some of the systems described below to communicate the threat to the Stonehill College community or to the appropriate segment of the community, if the threat is limited to a particular building or segment of the population.

Stonehill College will, without delay and taking into account the safety of the community, determine the content of the notification

and initiate the notifications system, unless issuing a notification will, in the judgement of the first responders (including, but not limited to: SCPD, Easton Police Department, Easton Fire Department, and Emergency Medical Services), compromise the efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency.

The local news media may be utilized to disseminate emergency information to members of the larger community, including neighbors, parents, and other interested parties. The larger community can also access emergency information via the Stonehill College homepage and/or social media outlets.

If there is an immediate threat to the health or safety of students or employees occurring on campus, Stonehill College will follow its emergency notification procedures. An institution that follows its emergency notification procedures is not required to issue a timely warning based on the same circumstances; however, Stonehill College will provide adequate follow-up information to the community as needed.

## Annual Fire Safety Report

The Stonehill College publishes this fire safety report as part of its annual Clery Act Compliance. This report contains information regarding the fire safety practices and standards for Stonehill College, including statistics concerning the number of fires, the cause of each fire, the number of injuries and deaths related to a fire, and the value of the property damage caused by the fire.

### Availability of the Annual Fire Safety Report

The Annual Fire Safety Report is made available by Oct 1st 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”.

### Fire Alarm Systems and Monitoring

Residence Hall	Fire Alarm Monitored by SCPD	Full Sprinkler Covers Residence Hall Rooms & Common Areas	Smoke Detectors All Residence HallRooms	Fire Extinguishers In Designated Common Areas	Evacuation Plans And Playcards	Number of Evacuation (Fire) Drills Each Calendar Year
Boland Hall	X	X	X	X	X	2
Alden/Bradford	X	X	X	X	X	2



Residence Hall	Fire Alarm Monitored by SCPD	Full Sprinkler Covers Residence Hall Rooms & Common Areas	Smoke Detectors All Residence HallRooms	Fire Extinguishers In Designated Common Areas	Evacuation Plans And Playcards	Number of Evacuation (Fire) Drills Each Calendar Year
Chandler/Dunster	X	X	X	X	X	2
Endicott/Fanuel	X	X	X	X	X	2
Goveneur/Hawthorne	X	X	X	X	X	2
Irving/Jefferson	X	X	X	X	X	2
King/Lafayette	X	X	X	X	X	2
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
Amesbury/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

Residence Hall	Fire Alarm Monitored by SCPD	Full Sprinkler Covers Residence Hall Rooms & Common Areas	Smoke Detectors All Residence HallRooms	Fire Extinguishers In Designated Common Areas	Evacuation Plans And Playcards	Number of Evacuation (Fire) Drills Each Calendar Year
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	X	X	X	X	X	2
Annisquam		X	X	X	X	2
Centerville		X	X	X	X	2

Residence Hall	Fire Alarm Monitored by SCPD	Full Sprinkler Covers Residence Hall Rooms & Common Areas	Smoke Detectors All Residence HallRooms	Fire Extinguishers In Designated Common Areas	Evacuation Plans And Playcards	Number of Evacuation (Fire) Drills Each Calendar Year
Forestdale		X	X	X	X	2
Hyannis		X	X	X	X	2
Onset		X	X	X	X	2
Osterville		X	X	X	X	2
Poscasset		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

**Procedures that the Community should 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. Look for the closest exit and use the stairs, not the elevator. Evacuation routes are posted in each building. Please exit in a safe, orderly manner and assemble 200 feet from the building. Remain outside of the building until you are given the “all clear” from fire or police personnel.

Anyone who observes a fire in a Stonehill College building should immediately activate the fire alarm by operating the nearest manual pull station. 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.

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 directly 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 will be contacted, if needed.

Approximately 90% of Stonehill College students live on-campus. The residences have kitchen areas, and as a result, 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 students to re-enter the building 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.

### Fire Log

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

### Fire Safety Training

During the summer months, Residence Assistants (RA's) receive fire safety training as part of their annual training. At the

beginning of each school year, Residence Life staff will address fire safety [with their residents] during residence hall and/or floor meetings. In first-year areas, Residence Life staff post 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.

### Residential Fire Safety Code

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. This Code has been designed by the College in association with the Easton Fire /Rescue Department to ensure the safety of the students and to prevent the occurrence of fire. This Code meets all the requirements set forth in the Commonwealth of Massachusetts Fire Prevention Regulations and Stonehill College policies.

### Fire Alarms

1. In the event of a fire alarm sounding, everyone must vacate the building as quickly as possible via the nearest fire exit.

2. Do not use the elevators; use the nearest stairway.
3. Walk, do not run, to the nearest exit.
4. If in a residence hall room, leave the light on, close the door, and walk briskly to the nearest fire exit.
5. 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.
6. Sounding/pulling a false fire alarm will lead to disciplinary action and possible criminal prosecution.

### Reporting Fires

Per Federal law, Stonehill College is required to annually/disclose data on all fires that occur in on-campus student housing facilities. Therefore, if you encounter a live fire in one of the facilities, you should immediately get to a safe place, then dial 911. Once the emergency has passed, you should notify the Stonehill College Police Department at 508-565-1000 to investigate and document the incident for disclosure in the College's annual fire statistics.

### Fire Protection Equipment

1. The College advises all community

members to familiarize themselves with the location of fire extinguishers, fire alarm boxes and fire exits.

2. 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 prosecution.
3. 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.
4. Tampering with or causing fire alarm and fire-fighting 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 the residence halls are alarmed and are to be used only in an emergency. Unwarranted use of the alarmed doors will result in disciplinary action.

### 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.

### 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. The use of tacks or nails to hang these lights is prohibited.

### Furniture

1. All upholstered furniture shall have a label stating that the items meet either CAL133 for buildings without sprinklers or 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 individual bedroom.
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, sources of open flame and incense.
2. Smoking in all buildings is strictly prohibited. This includes the use of E-cigarettes. If smoking, students must be at least 25 feet from any building.
3. 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 and or approved by the College. Refrigerators large than 4.5 cubic feet in student rooms are not allowed.

4. Coffee makers (including Keurig's), 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.
5. All types of halogen lamps are prohibited.
6. Attaching or hanging items made of combustible material from the ceiling is prohibited.
7. 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.
8. The accumulation of debris, dirty laundry, cans and bottles is prohibited.
9. Exterior decorations on residence halls and in-residence areas are prohibited, unless provided by the College.
10. Self-balancing motorized scooters, also known as hover boards, are prohibited from all residential facilities.

### 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 from \$25.00 - \$50.00 will go 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 ensure integrity of the inspections, students do not have to be notified or present. Further, the Easton Fire/

Rescue Department, Stonehill Facilities and Maintenance Department, the Town of Easton Building Inspector and Stonehill Campus Police may also conduct unannounced inspections of student rooms. Student compliance with these Fire and Safety Regulations is necessary to ensure the safety of all campus residents.



## Fire Reporting for Campus Residence Halls

Fires that Occurred in On Campus Residence Halls in 2019, 2018, and 2017

The charts below list fires that occurred in residence halls. All residence halls share the same address: 320 Washington Street Easton, MA 02357

### 2020 Calendar Year

Residence Hall	Total Fires in Each Building	Fire Number	Cause of Fire	Number of Injuries that Required Treatment in a Medial Facility	Number of Deaths Related to a Fire	Value of Property Damage Caused by Fire
Boland Hall	0	0	0	0	0	0
Alden/Bradford	0	0	0	0	0	0
Chandler/Dunster	0	0	0	0	0	0
Endicott/Fanuel	0	0	0	0	0	0
Goveneur/Hawthorne	0	0	0	0	0	0
Irving/Jefferson	0	0	0	0	0	0

Residence Hall	Total Fires in Each Building	Fire Number	Cause of Fire	Number of Injuries that Required Treatment in a Medial Facility	Number of Deaths Related to a Fire	Value of Property Damage Caused by Fire
King/Lafayette	0	0	0	0	0	0
Mather/Nowell	0	0	0	0	0	0
Otis A & B	0	0	0	0	0	0
Phipps A & B	0	0	0	0	0	0
Quincy A & B	0	0	0	0	0	0
Amesbury/Becket	0	0	0	0	0	0
Chatham/Deerfield	0	0	0	0	0	0
Essex/Franklin	0	0	0	0	0	0
Georgetown/Harwich	0	0	0	0	0	0
Ipswich/Jamestown	0	0	0	0	0	0
Kingston/Lowell	0	0	0	0	0	0
Manchester/Nantucket	0	0	0	0	0	0
Orleans A & B	0	0	0	0	0	0



Residence Hall	Total Fires in Each Building	Fire Number	Cause of Fire	Number of Injuries that Required Treatment in a Medial Facility	Number of Deaths Related to a Fire	Value of Property Damage Caused by Fire
Plymouth A & B	0	0	0	0	0	0
Rehoboth A & B	0	0	0	0	0	0
Corr	0	0	0	0	0	0
Holey Cross Center	1	1	Electrical Box	0	0	\$0 - \$99
New Hall	0	0	0	0	0	0
Notre Dame du Lac	0	0	0	0	0	0
O'Hara Hall	0	0	0	0	0	0
Annisquam	0	0	0	0	0	0
Centerville	0	0	0	0	0	0
Forestdale	0	0	0	0	0	0
Hyannis	0	0	0	0	0	0
Onset	0	0	0	0	0	0
Osterville	0	0	0	0	0	0

Residence Hall	Total Fires in Each Building	Fire Number	Cause of Fire	Number of Injuries that Required Treatment in a Medial Facility	Number of Deaths Related to a Fire	Value of Property Damage Caused by Fire
Pocasset	0	0	0	0	0	0
Sagamore	0	0	0	0	0	0
Benaglia	0	0	0	0	0	0
Cascino	0	0	0	0	0	0
Flynn	0	0	0	0	0	0
Sheehan	0	0	0	0	0	0
Sullivan	0	0	0	0	0	0
Cedarville	0	0	0	0	0	0
Cotuit	0	0	0	0	0	0
Humarock	0	0	0	0	0	0
Manomet	0	0	0	0	0	0
Seabrook	0	0	0	0	0	0
Villa Theresa	0	0	0	0	0	0

2019 Calendar Year

Residence Hall	Total Fires in Each Building	Fire Number	Cause of Fire	Number of Injuries that Required Treatment in a Medial Facility	Number of Deaths Related to a Fire	Value of Property Damage Caused by Fire
Boland Hall	1	1	Lid in Microwave	0	0	\$0 - \$99
Alden/Bradford	0	0	0	0	0	0
Chandler/Dunster	0	0	0	0	0	0
Endicott/Fanuel	0	0	0	0	0	0
Gouverneur/Hawthorne	0	0	0	0	0	0
Irving/Jefferson	0	0	0	0	0	0
King/Lafayette	0	0	0	0	0	0
Mather/Nowell	0	0	0	0	0	0
Otis A & B	0	0	0	0	0	0
Phipps A & B	0	0	0	0	0	0
Quincy A & B	1	1	Space Heater	0	0	\$0 - \$99
Amesbury/Becket	0	0	0	0	0	0

Residence Hall	Total Fires in Each Building	Fire Number	Cause of Fire	Number of Injuries that Required Treatment in a Medial Facility	Number of Deaths Related to a Fire	Value of Property Damage Caused by Fire
Chatham/Deerfield	0	0	0	0	0	0
Essex/Franklin	0	0	0	0	0	0
Georgetown/Harwich	0	0	0	0	0	0
Ipswich/Jamestown	0	0	0	0	0	0
Kingston/Lowell	0	0	0	0	0	0
Manchester/Nantucket	0	0	0	0	0	0
Orleans A & B	0	0	0	0	0	0
Plymouth A & B	0	0	0	0	0	0
Rehoboth A & B	0	0	0	0	0	0
Corr	0	0	0	0	0	0
Holey Cross Center	0	0	0	0	0	0
New Hall	0	0	0	0	0	0
Notre Dame du Lac	0	0	0	0	0	0



Residence Hall	Total Fires in Each Building	Fire Number	Cause of Fire	Number of Injuries that Required Treatment in a Medial Facility	Number of Deaths Related to a Fire	Value of Property Damage Caused by Fire
O'Hara Hall	0	0	0	0	0	0
Annisquam	0	0	0	0	0	0
Centerville	0	0	0	0	0	0
Forestdale	0	0	0	0	0	0
Hyannis	0	0	0	0	0	0
Onset	0	0	0	0	0	0
Osterville	0	0	0	0	0	0
Pocasset	0	0	0	0	0	0
Sagamore	0	0	0	0	0	0
Benaglia	0	0	0	0	0	0
Cascino	0	0	0	0	0	0
Flynn	1	1	Food Spilled Over in Oven	0	0	0
Sheehan	0	0	0	0	0	0

Residence Hall	Total Fires in Each Building	Fire Number	Cause of Fire	Number of Injuries that Required Treatment in a Medial Facility	Number of Deaths Related to a Fire	Value of Property Damage Caused by Fire
Sullivan	0	0	0	0	0	0
Cedarville	0	0	0	0	0	0
Cotuit	0	0	0	0	0	0
Humarock	0	0	0	0	0	0
Manomet	0	0	0	0	0	0
Seabrook	0	0	0	0	0	0
Villa Theresa	0	0	0	0	0	0

2018 Calendar Year

Residence Hall	Total Fires in Each Building	Fire Number	Cause of Fire	Number of Injuries that Required Treatment in a Medial Facility	Number of Deaths Related to a Fire	Value of Property Damage Caused by Fire
Boland Hall	0	0	0	0	0	0
Alden/Bradford	0	0	0	0	0	0
Chandler/Dunster	0	0	0	0	0	0
Endicott/Fanuel	0	0	0	0	0	0
Goveneur/Hawthorne	0	0	0	0	0	0
Irving/Jefferson	0	0	0	0	0	0
King/Lafayette	0	0	0	0	0	0
Mather/Nowell	0	0	0	0	0	0
Otis A & B	0	0	0	0	0	0
Phipps A & B	0	0	0	0	0	0
Quincy A & B	0	0	0	0	0	0
Amesbury/Becket	0	0	0	0	0	0

Residence Hall	Total Fires in Each Building	Fire Number	Cause of Fire	Number of Injuries that Required Treatment in a Medial Facility	Number of Deaths Related to a Fire	Value of Property Damage Caused by Fire
Chatham/Deerfield	0	0	0	0	0	0
Essex/Franklin	0	0	0	0	0	0
Georgetown/Harwich	0	0	0	0	0	0
Ipswich/Jamestown	0	0	0	0	0	0
Kingston/Lowell	0	0	0	0	0	0
Manchester/Nantucket	0	0	0	0	0	0
Orleans A & B	0	0	0	0	0	0
Plymouth A & B	0	0	0	0	0	0
Rehoboth A & B	0	0	0	0	0	0
Corr	0	0	0	0	0	0
Holey Cross Center	0	0	0	0	0	0
New Hall	0	0	0	0	0	0
Notre Dame du Lac	0	0	0	0	0	0

Residence Hall	Total Fires in Each Building	Fire Number	Cause of Fire	Number of Injuries that Required Treatment in a Medial Facility	Number of Deaths Related to a Fire	Value of Property Damage Caused by Fire
O'Hara Hall	0	0	0	0	0	0
Annisquam	0	0	0	0	0	0
Centerville	0	0	0	0	0	0
Forestdale	0	0	0	0	0	0
Hyannis	0	0	0	0	0	0
Onset	0	0	0	0	0	0
Osterville	0	0	0	0	0	0
Pocasset	0	0	0	0	0	0
Sagamore	0	0	0	0	0	0
Benaglia	0	0	0	0	0	0
Cascino	0	0	0	0	0	0
Flynn	0	0	0	0	0	0
Sheehan	0	0	0	0	0	0

Residence Hall	Total Fires in Each Building	Fire Number	Cause of Fire	Number of Injuries that Required Treatment in a Medial Facility	Number of Deaths Related to a Fire	Value of Property Damage Caused by Fire
Sullivan	0	0	0	0	0	0
Cedarville	0	0	0	0	0	0
Cotuit	0	0	0	0	0	0
Humarock	0	0	0	0	0	0
Manomet	0	0	0	0	0	0
Seabrook	0	0	0	0	0	0
Villa Theresa	0	0	0	0	0	0



## Availability of the Annual Security and Fire Safety Report

The Annual Security and Fire Safety Report is made available by Oct 1st 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 Office of Admission. 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”.





