

Jeanne Clery Act
**Campus Security Policy, Campus Crime Statistics
&
Fire Safety Report**
October 1, 2016

In accordance with the Crime Awareness and Campus Security Act of 1990 (Clery Act), Merrimack College has developed a comprehensive campus security policy and fire safety report. Information is available in this pamphlet, in our Student Handbook, and on our website (www.merrimack.edu/police).

Policy for Preparing the Annual Disclosure of Crime Statistics

The MCPD prepares this report in collaboration with local municipal police agencies and with the Merrimack College Division of Mission and Student Affairs, among other College departments. Campus crime, arrest and referral statistics include those reported to the Police Department, designated campus officials, and local law enforcement agencies. Each year, Merrimack College sends an email notification to all enrolled students and all current employees to provide the website address to access this report. Any interested party can also obtain physical copies of this report at the MCPD, Human Resources Office, and Admissions Office. Prospective students and employees may request a copy of this report in person or they may request that a copy be mailed to them free of charge.

General Information

Merrimack College is located at 315 Turnpike Street, North Andover, MA 01845. The college community of approximately 4985 is part of the towns of Andover and North Andover, which have a combined population of 52,000, and is 2.5 miles from the city of Lawrence with a population of 70,000. The college shares with its neighboring communities many interests, including a concern about public safety.

Approximately 2450 students live on campus and about 900 undergraduates and more than 700 graduate students commute to classes. The college employs approximately 900 full-time and part-time faculty, administrators, and staff members. Access to the residence halls is limited to students and their guests in accordance with college procedure (see Security in the Residence Halls). Employee access to campus residential areas, with the exception of campus police, is restricted to work-order calls performed under strict supervision. The public is admitted to cultural, recreational and sporting events on campus and access is limited to the facilities where the events are held.

Merrimack College Police Department

The MCPD's primary focus is to provide a safe and secure campus environment so that learning will be optimized. The Police Department enforces all regulations of the college and laws of the Commonwealth of Massachusetts. The department is comprised of sworn police officers, civilian dispatchers, and clerical staff. MCPD officers are licensed as Special State Police Officers under Massachusetts General Law Chapter 22C Section 63 and have police authority to apprehend and arrest anyone involved in illegal acts on campus. The MCPD maintains a collaborative working relationship with neighboring Andover and North Andover Police Departments, as well as the State Police.

Police Officers, are trained in First Responder/CPR, and are trained in and equipped with a sidearm, police baton and pepper spray. Officers patrol the campus 24 hours a day by foot, bicycle, and police

cruiser. Surveillance cameras and blue light emergency phones throughout campus and in public areas/entrances of residence halls provide additional security.

The Police Department provides a 24-hour safety escort service where persons can be escorted from one campus location to another.

Reporting Crimes and Suspicious Activity

DAILY CRIME AND FIRE LOGS

In addition to disclosing crime and fire statistics to the US Department of Education and in its Annual Security and Fire Safety Report, the MCPD maintains a Daily Police Log that includes criminal incidents, alleged criminal incidents, and fire related incidents that are reported to or identified by the department. The log includes the date the incident was reported, the date and time the incident occurred, the nature of the incident, the general location of the incident, and the disposition of the complaint, if known. The MCPD reserves the right to exclude certain reports or temporarily withhold information from the log under circumstances permitted by law. The log for the most recent 60-day period is available for public inspection, upon request, during normal business hours at MCPD.

All members of the college community are strongly encouraged to immediately report criminal and/or suspicious activity, as well as medical and other emergencies, to the MCPD. The emergency phone line for the Police Department is 978-837-5911 (5911 from college phones). Police call boxes, located throughout campus, also ring into this emergency line.

While reporting crimes directly to the MCPD is preferred, crimes may also be reported to any other person identified as a *Campus Security Authority* – those college officials who have a significant responsibility for student and campus activities. Those designated as *Campus Security Authorities* who become aware of Clery Act crimes (those listed below) are required to report the incident to the MCPD for statistical purposes in the annual Clery Act report. If a person reporting a crime to a *Campus Security Authority* requests anonymity, the request will be honored to the extent permitted by law. One caveat, however, is with regard to sexual misconduct as defined in LINK TO POLICY. In those instances, Campus Security Authorities are also considered “responsible employees” as that term is defined under Title IX of the Education Amendments of 1972, the Violence Against Women Act, and related guidance. Responsible employees are required to inform the Title IX Coordinator immediately upon receiving notice of sexual misconduct.

The following is a partial list of *Campus Security Authorities* at Merrimack College:

- Associate Vice President of Student Affairs/Dean of Students; 978-837-5174; Sakowich Campus Center Rm. #325
- Director of Community Standards; 978-837-5574; Sakowich Campus Center Rm. #377

Note: Campus pastoral and professional counselors, when acting as such, are not considered to be a Campus Security Authority or “responsible employees” and are not required to report crimes for inclusion into the annual disclosure of crime statistics. They are, however, encouraged, if and when they deem appropriate, to inform persons being counseled of the procedures to report crimes to the relevant campus and local law enforcement authorities. Pastoral and licensed professional counselors are identified as confidential resources who may not share information without an individual’s informed consent unless there is an imminent danger to self or others, or as otherwise required by law (e.g. mandatory reporting sexual violence against minors).

Crimes occurring off-campus should be reported to the local police agency that has jurisdiction. Dialing 911 from phones in off-campus locations connects you with the police department of that town/city. Dialing 911 from a cell phone directs your call to the state police who can then transfer you to the appropriate local police agency. The college does not have any off-campus student organizations that would necessitate a policy statement on addressing criminal activity off campus.

Anyone who has a tip or information concerning a crime on campus is encouraged to send an email to michael.delgreco@merrimack.edu or to call the Crime Tips Hotline at x-5777 (or 978-837-5777 from non-college phones). Additionally, victims or witnesses may report crimes to MCPD 24/7/365 at the station, located at rear Monican, on a voluntary, confidential basis solely for inclusion in the annual security report statistics.

Bias Incident Response Protocol

Merrimack College values diversity, inclusion and an environment free from discrimination. The College is committed to providing a safe, respectful educational and work environment that is free from harassment and intimidation. The MCPD also does not profile or act upon racial or ethnic stereotypes in its public safety activities; such information is utilized in police communication only when relevant to a specific incident.

In addition to its general non-discriminatory approach to campus safety, the Bias Incident Response Protocol offers an effective and efficient process for individuals and/or groups to report bias incidents and/or hate crimes. It also outlines College procedures that will be instituted to respond to such acts. The protocol should be implemented whenever a bias incident or hate crime is perceived or suspected to have occurred on Merrimack College's campus and/or in our educational programs. Implementation of the protocol may serve as a mechanism to monitor the campus climate and possibly deter acts of bias or hate.

Definitions

Bias: A preformed negative opinion or attitude toward a group of persons based on their race, religion, disability, sexual orientation, ethnicity, national origin, gender, or gender identity.

Bias Incident: Any conduct or communication motivated by hatred or prejudice that demeans, degrades, or harasses an individual or group based upon membership in a protected category as recognized by law or Merrimack College policy, including race, ethnicity, national origin, physical disability, religious affiliation, gender, gender identity, or sexual orientation. Examples include acts of vandalism, writing on white boards or walls, targeting a group or individual, in person or electronically with hateful conduct, or other harassment that interferes with a person's educational experience or employment.

Bias Crime (also known as a Hate Crime): A committed criminal offense that is motivated, in whole or in part, by the offender's bias(es) against a race, religion, disability, sexual orientation, ethnicity, national origin, gender, or gender identity; also known as Hate Crime. Examples include verbal threats of violence, physical attacks, and property damage against a protected class of people.

Note: Even if the offender was mistaken in his or her perception that the victim was a member of the group he or she was acting against, the offense is still a bias crime because the offender was motivated by bias against the group.

Massachusetts State Law: Chapter 265 states in relevant part that it is illegal to commit a crime against a person or property with the intent to intimidate such person because of such person's race, ethnicity,

national origin, physical disability, religious affiliation, gender, gender identity, or sexual orientation.

[The Merrimack Student Handbook](#) states that any offense committed by a student, including but not limited to physical abuse, vandalism and conduct infringing upon the rights of others, and which includes intimidation that is motivated by race, ethnicity, physical disability, religious affiliation, gender, gender identity or sexual orientation carries sanctions up to and including separation from the College.

Procedure

Victims or witnesses should immediately document the alleged bias incident/hate crime and report it to the MCPD. Do not remove, alter or tamper with physical evidence. Anyone with information regarding a potential hate crime or bias incident is strongly encouraged to report it promptly. Upon receipt of such reports, the Police Department will assess the reports, investigate, and/or refer the matter to the relevant office for appropriate action.

Reports should include the following information or as much detail as possible:

- Detailed account of the incident including date, time and location.
- Name and contact information for each person involved, including witnesses.
- Description of what was observed and said, including any specific language or terms that were used.
- Name of the alleged perpetrator(s) or detailed description of the individuals involved.
- Other pertinent information that may assist in the College's response to the incident.

Individuals should not wait to report until they have every item on the list mentioned above. Instead, if you need help or witness a crime, report immediately.

Upon receipt of such reports, the College will assess, investigate and/or refer the matter to the relevant office for appropriate action. Merrimack College shall take reasonable steps to address the safety and security concerns of those involved. For example, the targeted individual(s) or witnesses may be offered relocation if they live in College housing.

After consultation with all appropriate College departments, suitable measures to address the bias and/or hate incident will be taken in a timely manner. Such measures include but are not limited to:

- Make a record/investigate the incident.
- Pursue disciplinary action.
- Offer counseling.
- Provide education and programming.
- Report to appropriate internal departments and outside agencies.

Confidentiality: All reasonable efforts, to the extent possible, will be made to protect the confidentiality of individuals targeted and to maintain the confidentiality requested by the reporting party. Because Merrimack may have an obligation to address certain reported incidents, we cannot guarantee complete confidentiality where it would conflict with the College's obligation to investigate meaningfully or, where warranted, take corrective action. Regardless of the situation, personal information will generally only be shared with individuals with a legitimate need to know, in compliance with College policy. In addition, retaliation for filing a bias incident report is prohibited.

Security in the Residence Halls

Merrimack College has five residence halls, nineteen townhouses and two apartment complexes. The college provides and supervises off-campus housing, and the college, although recognizing the fraternity and sorority system, prohibits fraternity and sorority housing on campus. Area Coordinators, Resident Advisors, and most members of the college Residence Life staff, live in the residence halls. The duty Area Coordinator is available twenty-four hours a day. The duty Resident Advisor is available from 8pm to 7am. All Residence Life staff members are thoroughly trained in enforcing residence hall security policies. The Residence Life staff contributes to the safety and security of the campus by participating in appropriate training by administrators, police personnel, and municipal police/fire departments.

Outside doors in the residence halls are locked; an electronic card opens the doors. Visitors, who must be invited by a student living in the residence hall, must sign in, display a guest pass, and be escorted while they are in the building. Students are responsible for the whereabouts and the behavior of their guests.

Overnight guests may remain on campus for up to three days. All student rooms, including the townhouses and apartment complexes, have conventional key access but all locks are Medeco Level IV, which prohibits obtaining duplicate keys. Key blanks are released from the manufacturer only upon written authorization from the college. All locksets are Schlage schedule “D” or greater and are UL approved.

Rave Alert and Rave Guardian Emergency Notification System

Merrimack College has partnered with Rave Wireless to offer an emergency notification system, **Rave Alert and Rave Guardian**, capable of sending the Merrimack College community text, voice, and email messages in the event of emergency situations and school closings. All students, faculty, and staff are now able to receive Rave Alerts to their Merrimack email, cell phone and office phone. Community members and direct relatives of current students can access Rave Alert at www.getrave.com/login/merrimack

Members of the MCPD do monthly test messages on Rave Alert to ensure they maintain familiarity with the system and to determine any problems with its function.

Students may download the **Merrimack Rave Guardian** app to a smartphone (free from the Apple app store). A merrimack.edu email address is required to download the full app, but family and friends can download a limited version that allows them some functionality.

There are three major components to **Rave Guardian**:

- *Emergency call function*: One-touch calling for local 911 or MCPD.
- *Safety timer*: This permits the student to schedule his/her trip, designate a “guardian,” and let that person track the student’s route and timing, so that he or she will know right away if the student encounters any difficulty.
- *Confidential tip ability*: Send a confidential text or photo to MCPD.

Timely Warnings

In the event that a situation arises that constitutes an ongoing or continuing threat, including sexual misconduct, a campus-wide “timely warning” will be issued by MCPD and/or the President’s Office/Communications. The warning will be issued through the college email system and the Rave Alert mass notification system to students and employees. Depending on the particular circumstance

of the crime/situation, posters or other forms of notification, may supplement the email notification.

Merrimack College Emergency Response Procedures Plan

The purpose of the Merrimack College Emergency Response Procedures Plan (ERP) is to establish guidelines, assign responsibilities, and promote awareness in responding to emergencies that may affect the Merrimack College Community. Additionally, the plan is designed to provide guidelines to assist those affected in dealing with crisis, coordinate with external entities, and provide resources to expedite the return to normal operations with minimal impact. The plan was created to complement plans that have been developed on the national, state and county level. The ERP is designed to provide guidelines for responding to a variety of incidents and emergencies that affect Merrimack College. Not all emergencies require the same degree of response; each incident will be evaluated on a case-by-case basis.

The following guidelines apply to students, employees, faculty and guests, and to the buildings and grounds that are owned and operated by Merrimack College. They are intended to enable the college to protect life and property and minimize the damage caused by emergency situations.

Levels of Emergencies:

Level 1 - Minor Emergency – A campus emergency, with limited impact, that does not affect the overall operation and function of the college. Examples would include a minor hazardous material incident, small fire, or temporary limited power outage. A minor emergency will not normally entail notification of the Emergency Response Procedures Team except through routine communications.

Level 2 -Major Emergency – A local emergency that has disrupted, or potentially may disrupt significant operation of the college or adversely impact a major population of the community. Examples include serious crimes on campus, major fires, death(s), or partial infrastructure failure. This requires notification of the Emergency Response Team.

Level 3 - Disaster – A community-wide emergency that potentially disrupts the operations of the college and involves major damage or systems failure. Disasters impact not only the college, but possibly the surrounding community and beyond. Examples include tornadoes; wide spread extended power outages, severe natural disasters, or serious acts of terrorism. This requires notification of the Emergency Response Team.

All members of the ERT will be notified through the Emergency Notification system (RAVE). Police dispatch will confirm members have been notified by checking off their names as they call the Police Department. The President or his designee will authorize the campus wide notification of all students, faculty and staff of any event that will impact the day-to-day operation of the campus. Rave and email notifications will be sent out notifying members of the Merrimack College community of the events occurring.

Evacuation Procedure Guidelines

Building Evacuation

- All building evacuations will occur when a building alarm (fire alarm) sounds and/or upon notification of MCPD.

- When the building evacuation alarm is activated during an emergency, leave by the nearest marked exit and alert others to do the same.
- **Assist people with disabilities when exiting building. In case of fire or earthquake, do not use elevators.**
- Once outside, proceed to predetermined assembly area. Keep streets, fire lanes, hydrant areas, and walkways clear for emergency vehicles and personnel. (Evacuation areas are determined for each building on campus.)
- Do not return to evacuated building unless told to do so by the Police Department.
- Failure to leave a building during Fire Alarm may result in criminal procedures and/or a report being forwarded to Residence Life, or in the case of employees, employment action.

Campus Evacuation

- Evacuation of all or part of the campus will be announced by the Police Department or appropriate agency.
- All persons, students and staff are to immediately vacate the area of the campus in question and evacuate the campus grounds as directed.

Missing Person Procedures

“Suzanne’s Law” requires local police to notify the National Crime Information Center (NCIC) when someone between 18 and 21 is reported missing. This law became effective in the spring of 2003 as part of the national “Amber Alert” Bill. The federal law is named after Suzanne Lyall, a State University of New York at Albany student who has been missing since 1998. This law is intended to encourage police to begin investigating immediately when college-age people disappear, instead of waiting a day, which has been common practice.

If a member of the Merrimack College community has reason to believe that a student is missing, whether or not the student resides on campus, all possible efforts are made to locate the student to determine his or her state of health and well-being through the collaboration of MCPD and the Office of Student Life. If the student is an on-campus resident, the Police Department will secure authorization from Student Life officials to make a welfare entry into the student’s room. If an off-campus commuter student, the Police Department will informally enlist the aid of the neighboring police agency having jurisdiction.

Concurrently, college officials will endeavor to determine the student’s whereabouts through contact with friends, associates, and/or employers of the student. Whether or not the student has been attending classes, labs, recitals, and scheduled organizational or academic meetings, or appearing for scheduled work shifts will be established.

If located, verification of the student’s health and intention of returning to the campus is made. Where and when appropriate, a referral will be made to Hamel Health.

If not located, notification of the family within 24 hours of receiving the initial report is made to

determine if they know the whereabouts of the student. If the student is an off-campus commuter, appropriate family members or associates are encouraged to make an official missing person report to the law enforcement agency with jurisdiction.

MCPD will cooperate, aid and assist the primary investigative agency in all ways prescribed by law. If a student is an on-campus resident, the Police Department will immediately notify the North Andover or Andover Police Department. All pertinent law enforcement agencies, be they neighboring municipal, county or state, those located along suspected travel corridors, or place of original domicile will be notified and requested to render assistance.

Upon closure of the missing person investigation, all parties previously contacted will be advised of the status of the case.

Each student's parent or guardian will be designated by the College as the contact person.

Education & Crime Prevention

Various departments on campus - including the Police Department, Student Life, Residence Life, Health & Counseling - offer educational presentations on topics including personal safety, sexual assault prevention, alcohol abuse, fire safety, and crime prevention. During orientation and in meetings with Resident Advisors, students are made aware of the safety and security services available to them. New employees are made aware of these services at new employee orientation. Emails and other communications from the Police Department remind college community members of the safety and security services. These additional programs include presentations to incoming freshmen, student athlete groups, international students, and more informal settings in residence halls. Programs incorporate alcohol and drug use and abuse, sexual assault awareness and prevention, and dating relationship violence.

Green Dot Bystander Intervention

Merrimack College is committed to engaging members of our community and turning them into active bystanders who believe in our cultural norms that violence is not tolerated, and that we all can help reduce violence on our campus. Through the nationally recognized **Green Dot** program, community members learn how to identify situations that could lead to violent acts and learn how to become active bystanders by intervening safely and effectively.

#MackActs

The #MackActs campaign was specifically designed to give students the tools they need to be active bystanders and prevent potentially violent behavior. Starting with training sessions provided at First-Year Orientation, students gain an understanding of the bystander effect and are provided with guidance on how to successfully intervene in difficult social situations. Through this campaign, the College believes that it can enlighten, engage and empower our community to help combat sexual misconduct and domestic violence.

Alcohol EDU & Haven (http://www.merrimack.edu/about/offices_services/office-of-wellness-education/learn/alcooledu.php)

Merrimack College has provided access to all first-year students to two online educational courses with a mission to help students address critical life skills such as alcohol abuse prevention and sexual assault prevention. As part of our comprehensive educational approach, Merrimack College will expect each member of our first-year class to complete the "**AlcoholEdu**" and "**Haven**" courses. Whether one drinks or not, these courses will empower the student to make well-informed decisions

about issues that affect his/her college years and beyond, and will help the student better cope with the behavior of his/her peers.

Merrimack Anti-Violence Education Network (MAVEN) (www.merrimack.edu/maven)

The MAVEN website was created to act as a centralized resource of information, policies and resources for prevention and education related to sexual misconduct, harassment, and violent behavior. Merrimack College takes allegations of sexual misconduct, relationship violence and stalking very seriously. As part of our goal to eliminate this violence from our campus, we encourage all students, staff and faculty to familiarize themselves with information about the scope of the problems and their impact on our community.

Prohibited Conduct

Merrimack College policies are broader than legal definitions. The College will determine whether there has been a violation of its policies, and/or whether there has been a violation of law.

Crime prevention is a campus-wide concern that requires the involvement of all students and employees. Suspicious persons and activity should be reported to MCPD immediately. Employees of the Police Department, Facilities, and Residence Life are pro-active in efforts to provide a safe and secure campus. Personal safety and crime prevention programs such as RAD (Rape Aggression Defense) and Operation ID are offered free of charge to community members. Employee/Student orientations, as well as campus-wide emails and floor/building meetings with Residence Life staff, provide educational strategies and tips on personal safety and crime prevention.

Alcoholic Beverages

Massachusetts General Laws and local town by-laws regarding alcoholic beverages apply on Merrimack College property. These laws and by-laws are enforced by MCPD and violators are subject to arrest, criminal prosecution, and/or referral to Director of Community Standards. The possession or transporting of any alcoholic beverage by anyone under 21 years of age, as well as the procuring of any alcoholic beverages for anyone under 21, is a violation of state law. The drinking of any alcoholic beverage in any public place, regardless of age, is a violation of town by-laws without prior college approval. Violators of these laws, as well as violators of college alcohol regulations, are all subject to arrest and/or campus judicial sanctions.

Illegal Drugs

The possession, sale, manufacture or distribution of any controlled substance is illegal under both state and federal laws. Such laws are enforced by MCPD. Violators are subject to arrest, criminal prosecution, and/or campus judicial sanctions.

The college seeks to maintain a work and educational environment that is safe for our employees and students as well as conducive to work standards that support an effective work force Merrimack College prohibits employees from reporting to work while under the influence of alcohol or drugs.

Merrimack College is committed to providing a campus environment free of the abuse of alcohol and the illegal use of alcohol and other drugs.

The Drug-Free Schools and Communities Act Amendments of 1989 require Merrimack College to:

- Notify students of the standards of conduct relative to alcohol and other drugs.
- Describe applicable legal sanctions for unlawful possession, use or distribution of alcohol and illicit drugs.
- Describe the health risks associated with the use of illicit drugs and the abuse of alcohol.
- Describe available alcohol and other drug counseling, treatment, or rehabilitation programs.

- Describe sanctions the College will impose resulting from violation of the aforementioned standards of conduct.

Physical Security

The Facilities Department maintains college buildings and grounds with a concern for safety and security. In conjunction with MCPD and Residence Life, it inspects facilities regularly and promptly makes repairs affecting safety and security, such as broken windows and locks. Security issues pertaining to campus buildings should be directed to the Police Department. Community members may place an online work request for maintenance issues by choosing the Maintenance Request tab on the main website of the College for issues that do not require immediate attention. In the event of an emergency, please call MCPD at the emergency number, 978-837-5911.

Student Responsibility

The cooperation and involvement of students is an essential component in a successful campus safety program. Students must assume responsibility for their own safety and the security of their belongings by taking simple common sense precautions. Room doors should be locked at night and when the room is unoccupied. Valuables such as stereos, cameras, televisions, and personal computers should be engraved with the person's driver's license number and state or other personal identification number – MCPD will provide the tools without cost. Vehicles must be parked in assigned areas and should be kept locked at all times. All students should take advantage of the safety escort service. Students should report individuals whom they feel do not belong in their residence area, or unusual incidents on campus, to the Police Department.

SEXUAL MISCONDUCT, RELATIONSHIP VIOLENCE & STALKING POLICY

Merrimack College is committed to ensuring the safety and well-being of its entire community. Sexual misconduct constitutes acts of personal violation, which will not be tolerated. These crimes impact the victim medically, educationally, socially, sexually and legally. The rights and care of the victim, and of the college community, are of primary concern to the college. Policies and procedures are implemented to facilitate the care of the victim, the safety of the entire community and the enforcement of the strongest sanctions against an assailant.

Statement of Intent

Merrimack College is a community in the Augustinian tradition and we strive to maintain an environment that is consistent with our mission and respectful of the rights of all individuals within the college community. The college affirms that all members of this community are freely united by this agreement in the pursuit of scholarship and intellectual growth. The college and the students accept responsibility toward each other within this community.

Sexual misconduct in all forms violates the sacredness of the human body and spirit and will not be tolerated within our community. Campus sanctions, up to and including expulsion, may result from a responsible finding determined through the Student Conduct Process. The victim has the right to pursue additional legal options through the court system either separately or in conjunction with the Student Conduct proceedings.

Allegations of sexual misconduct, dating violence and/or stalking will be addressed within the Merrimack College student conduct system. Due to the sensitivity of these types of allegations, there are unique procedures that are used to facilitate the process. Violations will be jointly investigated by

the Director of Community Standards and the MCPD. Upon the completion of the investigation, the Director of Community Standards and MCPD will summarize their findings and recommendations for resolution. The investigators will present their findings and recommendations to both the victim(s) and the alleged student(s) for their review. The parties involved will then have an opportunity to review the investigators' findings in an administrative conference. The victim and the alleged student have the opportunity to agree to the recommendations of the investigators. If either the victim or the alleged student does not agree with the recommendations of the investigators, the findings will be forwarded to a panel of the Student Conduct Board for an administrative hearing.

Statement of Policy

Merrimack College strictly prohibits sexual misconduct, relationship violence and stalking in all forms. This policy includes the following:

Definitions:

Sexual Assault

- Any sexual act directed against another person, without 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 or physical incapacity. Sexual assault includes rape, fondling, incest, or statutory rape.

Rape (except Statutory Rape)

- The penetration, no matter how slight, of the vagina or anus, with any body part or object, or oral penetration by a sex organ of another person without consent of the victim. This offense includes the rape of both males and females.

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.

Statutory Rape

- Sexual intercourse with a person who is under the statutory age of consent.

Sexual Exploitation

- Sexual Exploitation occurs when a person takes non-consensual or abusive sexual advantage of another or to benefit or advantage anyone other than the one being exploited and that behavior does not otherwise constitute another form of sexual misconduct. Examples of sexual exploitation include but are not limited to: prostitution, non-consensual video or audio taping of sexual or other private activities exceeding the boundaries of consent (e.g. permitting others to hide in closets and observe sexual activity, videotaping a person using the bathroom). This

shall include non-consensual dissemination of photos, video or text that occurs when a person takes abusive advantage of another to benefit or sexually exploit that person.

Sexual Harassment

- Sexual harassment is any unwelcomed verbal or physical conduct of a sexual nature that has the purpose or effect of unreasonably interfering with an individual's work or academic performance or that creates an intimidating, hostile, or offensive working, educational, or living environment. A form of sexual harassment exists when submission to or rejection of unwelcomed sexual advances, requests for sexual favors or other verbal or physical conduct of a sexual nature results in adverse educational or employment action, or the threat of such adverse action, or when submission is made a condition of educational or employment advancement.

Domestic Violence

- Domestic violence includes asserted violent misdemeanor and felony offenses committed by the victim's current or former spouse or intimate partner, a person with whom the victim shares a child in common, current or former cohabitant, person similarly situated under domestic violence or family violence law, or anyone else protected under domestic or family violence law.

Dating Violence

- Dating Violence is defined as 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 determined based on the reporting party's statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship. 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.

Stalking

- Stalking means engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for her, his, or others' safety, or to suffer substantial emotional distress.
 - Course of conduct means two or more acts, including, but not limited to, acts in 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. • Substantial emotional distress means significant mental suffering or anguish that may, but does not necessarily require medical or other professional treatment or counseling.
- In Massachusetts, the elements of Stalking are defined as, whoever (1) willfully and maliciously engages 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) makes a threat with the intent to place the person in imminent fear of death or bodily injury.

Any person seeking to obtain an Abuse Prevention Order (209A) or a Harassment Prevention Order

(258E), who is in need of protection from an abuser, or knows of someone who has violated an Abuse Prevention Order or a Harassment Prevention Order should contact Merrimack College Police. The college also offers students the option of an internal “No Contact” order issued by Residence Life.

Effective Consent

Effective consent is defined as informed, freely and actively given mutually understandable words or actions which indicate a willingness to participate in mutually agreed upon sexual activity.

Consent may never be given by the following groups:

- Minors (In Massachusetts, those not yet sixteen (16) years of age)
- Mentally disabled persons
- Individuals who are incapacitated as a result of alcohol or other drug consumption (voluntary or involuntary)
- Individuals who are unconscious, unaware or otherwise physically helpless
- Individuals who are forced, coerced, intimidated or threatened

The College’s Response

The Merrimack College community understands that all parties involved in a sexual misconduct incident experience significant distress, whether they are the victim, the accused or any other individual associated with the report. All parties involved are expected to be treated with respect and dignity and the community will provide a safe place where the individuals may receive appropriate personal support. Any victim that may have been in violation of any policy at the time of the alleged sexual misconduct may not be subject to the college disciplinary process for these violations. Additionally, any bystander that provides assistance to a victim of sexual assault at the time of the incident may not be subject to the college disciplinary process.

Options/Resource Information

Any person involved in an incident of sexual misconduct can receive information about their options, resources, medical attention and/or personal support from any of the following professionally trained personnel on campus:

- The MCPD Sexual Assault Investigators (978-837-5911)
- Licensed Counselors at the Hamel Health Center
- Student Life and Residence Life Staff (Resident Directors, Area Coordinators)
- The Campus Ministers
- The Vice President for Mission and Student Affairs
- Associate Vice President of Student Affairs/Dean of Students
- The Assistant Dean of Students/Director of Community Standards

Reporting to MCPD

If a Merrimack College student is involved in or is a witness to a sexual assault, it can be reported to the MCPD. When the MCPD is contacted, an officer will assist the victim in obtaining medical care and counseling and will conduct a preliminary investigation and gather physical evidence. Any investigation will be conducted by an officer trained and certified in sexual assault investigation, who will explain to the victim his or her rights and options, and discuss the results of the investigation with the victim and determine the next course of action. Above all, the victim is treated with respect and consideration.

Confidentiality & College Reporting Requirements

Each member of the Merrimack College community may have different reporting requirements and different abilities to maintain victim confidentiality depending on their roles at the college. When considering campus resources, victims should be aware of confidentiality and reporting requirements in order to make informed choices. Some resources on campus may maintain confidentiality, while others are obligated by law to report crimes/violations and take appropriate action through criminal and/or Student Conduct proceedings.

Confidential Reporting

If a victim wishes to keep the details of the incident confidential, they should speak with on-campus licensed counselors or health providers at the Hamel Health and Counseling Center. Please note that this confidentiality is limited by the role and/or licensure of the individual. They may also speak to an off-campus crisis center.

Federal Statistical Reporting Obligations

Other than the licensed counselors at the Hamel Health and Counseling Center (unless there is an imminent danger to self or others, or as otherwise required by law (e.g. mandatory reporting sexual violence against minors)), all employees made aware of an alleged incident are required by federal law to notify the College, which will lead to a personally unidentifiable statistical report to the MCPD. The only information that will be released is that an incident was reported, the type of incident and the general location of the incident (i.e. on or off campus; no address will be given). MCPD officers are required to submit an unidentifiable report that a sexual assault or rape incident has occurred to the Title IX Coordinator. Statistics given to the MCPD can be found in the Annual Campus Security Report. Mandated federal reporters include: student affairs/student conduct officers, campus law enforcement, local police, coaches, athletic directors, residence life staff, student activities staff, human resources staff, advisors to student organizations and any other official with significant responsibility for student and campus activities. The information to be shared includes the date, the location of the incident (using Clery location categories) and the Clery crime category. This reporting protects the identity of the victim and may be done anonymously.

On-Campus Complaint Resolution

The College assures the victim and accused of the following rights under federal law:

- To expect that reports of sexual misconduct will be taken seriously by Merrimack College
- To prompt notification and explanation of the allegations
- To a timely resolution from the Student Conduct process that is closed to the public
- To a fair, open-minded and objective consideration of the matter being discussed
- To be informed of available counselors
- To be made aware of the available resources of the MCPD and/or an advisor of their choice
- To receive notification of and assistance with interim measures, including the option of changing academic, living, working and/or traveling situations after an alleged incident of sexual misconduct if such changes are reasonably available (no charges or investigation, campus or criminal, need occur before this option is available)
- To obtain an on campus “No Contact Order” through the college’s Office of Residence Life
- To present their information surrounding the incident
 - To an advisor, which the student(s) must arrange for him/herself
 - Please note that advisors may only participate in very limited circumstances. Advisors may attend but may not actively participate in any meetings or proceedings related to

the Student Conduct process. Students must provide at least two business days of notice to the college official that is conducting the proceedings.

- To present a reasonable number of witnesses to investigators
- To be informed of the outcome and sanction of any disciplinary hearing involving sexual misconduct
- To not have prior sexual history admitted as evidence in a Student Conduct Board hearing
- To submit an appeal to the Vice President for Mission and Student Affairs

For more information regarding the on-campus resolution process, please see the [Sexual Misconduct, Relationship Violence, and Stalking Policy](#).

Off-Campus Resolution

The victim has the right to pursue additional legal options through the court system either separately or in conjunction with a college student conduct complaint. Assistance in filing criminal charges or obtaining a Restraining/Harassment Order against an alleged assailant can be obtained through the following resources:

- MCPD
- The police department in the town where the incident occurred
- The Rape Crisis Hot Line (1-800-542-5212)
- YWCA of Greater Lawrence Crisis Services (877-509-9922)

The Rights of the College to Investigate

Merrimack College recognizes that in most cases, a student reporting an incident of sexual misconduct may determine the course of action to be pursued. The College reserves the right to initiate a complaint, to serve as a complainant, and to initiate conduct proceedings without a formal complaint by the victim.

Independence of Criminal Proceedings

The College's right to impose disciplinary sanctions is independent of any other court actions the victim may pursue.

Jurisdiction

All students may be held accountable for their behavior on or off campus. The institution reserves the right to process internally, any incident, on or off-campus, which involves a Merrimack College student.

Timing of Complaint

Any member of the College community may file a complaint at any time for allegedly violating the sexual misconduct policy. There is no statute of limitations for complaints, but potential complainants are reminded that the College's ability to effectively investigate complaints can be impaired over time.

Attempted Violations

In most circumstances, the college will treat attempts to commit any of the violations listed above as if those attempts had been completed.

False Reports

It is a violation to make an intentionally false report, including sexual misconduct, and false reports

may also violate state criminal statutes and/or defamation laws.

Retaliation

Retaliation against a person for filing a complaint, or against witnesses for providing a statement during an investigation, is prohibited and is a violation of Community Standards, and other Merrimack College policies. Any Merrimack College community member found responsible for retaliation will be subject to severe sanctions.

If the College concludes that any member of the College community has engaged in retaliation, including, but not limited to, by intimidating, threatening, or taking adverse actions against someone for bringing forward a complaint of discrimination or harassment, or attempting such actions, that individual will be subject to disciplinary action. If the College concludes that a member of the College community has retaliated against someone for making a report of discrimination or harassment or for participating in the College's investigation of such a report, that person may be subject to discipline by the College regardless of whether the College concludes that the reported discrimination or harassment occurred.

What to do if you are Sexually Assaulted

Merrimack College recognizes the seriousness and complexity of a victim's response to the trauma of sexual assault. Merrimack's primary concern is the well-being of the victim, the safety of the community, and Merrimack's services are designed to provide respectful, complete, timely support. It is essential that the victim understands all of the available options and is encouraged to obtain assistance.

Where You Can Go for Help

- Merrimack College Police – (978-837-5911) open 24 hours a day – The Police Department has police officers specifically trained to work with the victims of sexual assault. MCPD officers can provide accurate information on the victim's options, contact a Sexual Assault Advocate or other support person the victim chooses, arrange for medical treatment and provide transportation for medical services. A MCPD officer is required to notify the Title IX Coordinator that a sexual assault has been reported and to document the incident. The name of the victim and alleged assailant are withheld unless the victim specifically authorizes the release of this information, unless there is an imminent danger to self or others, or as otherwise required by law (e.g. mandatory reporting sexual violence against minors).
- Local Town Police (for sexual assaults that occur off-campus; 24 hours a day) - The police will interview the victim and attempt to apprehend the alleged assailant if the victim chooses to press charges. MCPD will also take any complaint from a student for an off-campus sexual assault. Local police will also transport a victim to the closest hospital equipped to handle sexual assault cases.
 - North Andover Police Department, 566 Main Street, North Andover, MA (978-686-1212)
 - Andover Police Department, 32 North Main Street #2, Andover MA (978-475-1212)
- Hamel Health and Counseling Center (978-837-5441, Monday - Friday 8:30am-5:00pm) Counselors, specifically trained to handle sexual assault situations, are available on an emergency basis 24 hours a day. They can be contacted through the MCPD off hours. The staff of the Hamel Health & Counseling Center is the only resource on campus that can offer confidentiality within the law, unless there is an imminent danger to self or others, or as

otherwise required by law (e.g. mandatory reporting sexual violence against minors). The staff includes licensed clinical social workers, nurse practitioners, a physician assistant, and a physician. The use of this staff assures personal support, accurate information about the victim's options, and coordination of any services the victim chooses such as medical care or academic or residential changes.

- Associate Vice President of Student Affairs/Dean of Students (978-837-5321; Mon-Fri 8:30am-4:30pm) - The Associate Vice President of Student Affairs/Dean of Students can provide accurate information on the victim's options, arrange for any contacts or care the victim authorizes, facilitate any changes in residency or academic scheduling the victim requires and offers assistance if the victim chooses to file a complaint within the college's student conduct system. The Dean of Students shall notify the Title IX Coordinator that a sexual assault has been reported.
- Residence Life – (978-837-5500) or residence building extensions; Mon-Fri 8:30am-4:30pm; on call 24 hours a day via Police Dispatch - The entire Residence Life staff has been trained to assist and support a victim of sexual assault. They can provide accurate information on the victim's options, contact a Sexual Assault Advocate or any support person the victim chooses, contact the hospital and arrange transportation with the Police Department, and arrange for someone to accompany the victim. After arranging for the care of the victim, a Resident Assistant shall notify the Resident Director. The name of the victim and alleged assailant are withheld unless the victim specifically authorizes the release of this information, or otherwise required by law.
- Lawrence General Hospital (1 General Street, Lawrence, MA; 978-683-4000, ext. 2500; open 24 hours a day) - Designated SANE (Sexual Assault Nurse Examiner) nurses have been specially trained to handle sexual assault situations. By asking at the emergency room reception desk to speak with a SANE nurse privately, the hospital will assure privacy and proper medical care. The hospital will gather evidence that may be needed should the victim decide to institute criminal proceedings. The hospital is required to report a sexual assault or rape incident to the police department of the town where the incident occurred. The name of the victim and alleged assailant are withheld unless the victim specifically authorizes the release of this information, or otherwise required by law.
- Campus Ministry (978-837-5450; Mon-Fri 8:30am-4:30pm) - Campus Ministers are available for personal support. They can provide accurate information on the victim's options; contact a Sexual Assault Advocate or any support person the victim chooses and help the victim decide which course of action to pursue.
- YWCA of Greater Lawrence (38 Lawrence Street, Lawrence MA 01842; 1-877-509-9922; 24 hours a day) - An off-campus agency specializing in caring for the needs of victims of sexual assault. Services include a 24-hour emergency hot line, individual and group counseling and Sexual Assault Advocates who can provide accurate information about the victim's options, accompany the victim for medical and/or legal services and provide ongoing support.
- Boston Area Rape Crisis Center (BARCC) (99 Bishop Allen Drive, Cambridge, MA 02139; 617-492-8306) An off-campus agency specializing in caring for the needs of victims of sexual assault.

The Rights of the Victim

The College recognizes the victim's need to maintain privacy and control of his/her life. At all times the names of the victim and alleged assailant, as well as any details of the incident, remain private unless the victim authorizes the release of their personal information, and unless there is an imminent danger to self or others, or as otherwise required by law (e.g. mandatory reporting sexual violence against minors). However, even if the victim so authorized, the assailant might still be protected by FERPA.

This policy encourages the victim to obtain the appropriate services helpful to his/her recovery.

The College will also make any changes in residency or academic scheduling necessary to ensure the personal and emotional wellbeing of the victim.

Options to Prosecute

If the victim chooses to file a complaint within the Merrimack College Judicial System, the procedure is facilitated by the Director of Community Standards. The rights of both the victim and the accused are protected under the existing Merrimack College Student Conduct System.

The college's right to impose disciplinary sanctions is independent of any other court actions the victim may pursue. If it is determined through the student conduct proceedings that Merrimack College's Student Code of Conduct has been violated, the college will consider sanctions against the assailant up to and including, loss of privileges, loss of leadership opportunities, required counseling, suspension or expulsion from the institution.

The victim has the right to pursue additional legal options through the court system either separately or in conjunction with a college student conduct complaint. Assistance in filing criminal charges or obtaining a restraining order against an alleged assailant can be obtained through the MCPD, the Sexual Assault Advocates at the Hamel Health Center, the police department in the town where the incident occurred, or the Rape Crisis Hot Line (1-800-542-5212).

The Rights of the College

Where danger to the college community exists, the College reserves the right to take action to safeguard the community while protecting the victim's privacy to the greatest extent possible. Those determining danger will be the Dean of Students, the Chief of Police, and other members of the College Administration.

CAMPUS SEX CRIMES PREVENTION ACT

The Federal Campus Sex Crimes Prevention Act requires colleges and universities to issue a statement advising the campus community where state law enforcement agency information concerning registered sex offenders may be obtained. The act also requires registered sex offenders to provide, to appropriate state officials, notice of each institution of higher education in that state at which the offender is employed, carries on a vocation, or is a student. The Massachusetts Sex Offender Registry Board is then required to notify such college/university that a registered sex is enrolled or working at their institution.

How to Inquire

Members of the Merrimack College community may request information about sex offenders in Massachusetts at the Massachusetts Sex Offender Registry Board, telephone (978) 740-6400 or <http://www.state.ma.us/sorb> or at the:

- Andover Police Department, 32 North Main Street, Andover, MA 01810 (978-475-1212)
- North Andover Police Department, 566 North Main Street, No. Andover, MA 01845 (978-683-3168).

Improper Use of Sex Offender Registry Information

Information contained in the Sex Offender Registry shall not be used to commit a crime against an offender or to engage in illegal discrimination or harassment of an offender. Any person who improperly uses Sex Offender Registry information shall be punished by not more than two and one-half years in the house of correction or by a fine of not more than \$1,000 or by both such fine and imprisonment.

TITLE IX REQUIREMENTS

Title IX of the Education Amendments of 1972 protects people from sex discrimination in educational programs and activities at institutions that receive federal financial assistance.

Merrimack College is committed to providing an environment free from discrimination on the basis of sex. Merrimack provides many resources to students, faculty and staff to address concerns relating to discrimination on the basis of sex, which includes sexual misconduct.

The Title IX Coordinator oversees and provides leadership for the activities of the Title IX deputies, the administrators who carry out investigations, compliance-related responsibilities and reporting.

He/she also leads the College's efforts in relation to campus climate and gender, and oversees education and training campus-wide on sex discrimination and sexual misconduct.

Merrimack College has appointed deputies to resolve complaints and address issues of gender-based discrimination and sexual misconduct within that school. All deputies meet with the Title IX Coordinator on a regular basis to coordinate efforts. Their responsibilities include:

- Track and monitor incidents, including sex discrimination and sexual misconduct
- Frame an efficient and effective College response to each complaint; and
- Where appropriate, conduct investigations of particular situations;
- Provide leadership as it relates to programming and training in these areas

Deputies are knowledgeable about, and will provide information on all options for complaint resolution. Together, the deputies play an integral role in carrying out the College's commitment to provide a positive learning, teaching and working environment for the entire community.

The **Title IX Committee Deputies** are as follows:

- Associate Vice President of Student Affairs/Dean of Students
- Associate Dean of Students/Dean of First Year Students
- Interim Title IX Coordinator

Any student, faculty or staff member, or applicant for admission or education who has concerns about sex discrimination or sexual misconduct is encouraged to seek the assistance of a Title IX coordinator. Further information on Title IX may be found at the following link:

http://www.merrimack.edu/about/offices_services/human_resources/title-ix.php

Confidentiality

Conversations with the Title IX Coordinator and deputies are kept as private as possible, but information about incidents of sexual misconduct must be shared with relevant administrators if the College needs to take action for reasons of community safety. In all cases, the wishes of the person initiating the conversation are given full consideration.

CRIME STATISTICS AND CRIME RATES

In accordance with the Crime Awareness and Campus Security Act of 1990, Merrimack College furnishes current students and employees, as well as those applicants for enrollment or employment who so request, an annual report of campus security policies and crime statistics. (Crime statistics for all colleges and universities may be obtained on the internet at www.ope.ed.gov/security for the most recent three-year period ending December 31, 2008.)

OFFENSE	On Campus			Residential ¹			Non Campus	Public		
	13	14	15	13	14	15	15	13	14	15
Murder & Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0
Rape			13			11	2			0
Fondling			4			4	0			0
Incest			0			0	0			0
Statutory Rape			0			0	0			0
Sex Offense-Forcible	7	5		5	5			0	0	
Sex Offense-Non Forcible	0	2		0	2			0	0	
Robbery	1	0	0	1	0	0	0	0	0	0
Aggravated Assault	1	1	2	0	0	2	0	0	0	0
Burglary²	6	5	9	2	4	8	0	0	0	
Motor Vehicle Theft	0	1	0	0	0	0	0	0	2	0
Arson	0	0	0	0	0	0	0	0	0	0
Liquor Law Arrests³	18	2	2	3	0	0	0	0	1	0
Liquor Law referrals⁴	500	507	655	483	440	602	0	0	0	0
Drug Law Arrests³	1	0	1	0	0	0	5	0	1	0
Drug Law Referrals⁴	48	110	169	45	94	160	0	0	0	0
Weapons Law Arrests³	9	2	2	2	0	1	0	0	0	0
Weapons Law Referrals⁴	10	8	19	7	3	19	0	0	0	0
Hate Crimes⁵	0	0	0	0	0	0	0	0	0	0
Stalking	0	1	1	0	1	1	0	0	0	0
Domestic Violence	0	1	2	0	0	1	13	0	1	0
Dating Violence	1	3	3	1	2	2	0	0	0	0
Harassment	6	6	4	6	6	4	0	0	0	0

1. *Residential* statistics are a subset of *On-Campus* statistics (numbers are also counted in the *On-Campus* column).
2. The Clery Act definition of burglary is much broader than the Massachusetts definition, including offenses that would be classified under Massachusetts law as larceny (theft).
3. *Arrest* category also includes persons who were not arrested but summonsed to court, even if the person participated in a first-time offender diversion program that resulted in no formal criminal process (no arraignment).
4. Violations of law that were referred to the college's student conduct system without any criminal prosecution.
5. A crime in which the defendant intentionally selects a victim, or in the case of a property crime, the property that is the object of the crime, because of the actual or perceived race, color, national origin, ethnicity, gender, disability, or sexual orientation of any person. For this report, an incident is counted as a hate crime only if there is an underlying *Clery Act* offense or a crime involving bodily injury.
6. All crimes occurring on Public Property for 2013 and 2014 include those statistics gathered from Royal Crest apartments in North Andover, MA from which the College rents property to house students. 2015 and on will now include Non-Campus buildings.

FIRE SAFETY REPORT

The Student Handbook provides the following information pertaining to items not permitted in Residence Halls:

- Microwaves and cooking appliances (like but not limited to George Foreman Grills) with exposed heating elements such as hot plates, toaster ovens, coffee pots without automatic shut-off, and coil hot water heaters are not permitted in residence halls. A Micro-Fridge is the only way to have a microwave in your room. Microwaves are allowed in the apartments.
- Candles (even for decoration and unlit), incense, potpourri burners, candle warmers, halogen lamps, and neon signs are prohibited in all student residences. In addition, tiki torches are prohibited both within student residences as well as outside of the residential spaces.
- Coffee pots and irons with automatic shut-off are permitted. Halogen lamps, black lights, space heaters, and air conditioners are prohibited in all residential areas.
- Hookahs are prohibited in all residence areas regardless of reason.
- Flammable liquids such as turpentine, paint, gasoline, propane, kerosene, and/or ether may not be stored in a residential building. This includes motorcycles, mopeds, or any machine or equipment that uses combustible fuel.
- All forms of pyrotechnics (fireworks) are illegal in Massachusetts. Possession or detonation of fireworks is prohibited and will lead to disciplinary action that may include removal from housing, suspension, expulsion, a fine, and applicable repair charges.
- Students living in the residence halls, townhouses and apartments are prohibited from having any BBQ grills (gas or charcoal) on campus. Students should use the installed outdoor grills located throughout the residential areas. BBQ materials like charcoal and lighter fluid cannot be stored inside the living area or stairwell.

Fire Alarms & Drills

Fire drills in each residential area are scheduled regularly (twice a year in the Fall and Spring semesters) and are conducted by the Police Department in accordance with state and local fire codes. Fire drills are intended to orient the residents of the building with fire evacuation procedures and emergency exit locations.

Only Deegan East and Ash Residence Halls do not have evacuation/exit plans posted. The College is preparing to implement this as part of future improvements.

During fire drills or alarms, the Police Department is authorized to check all rooms for proper building evacuation. Individuals who fail to evacuate are subject to College disciplinary action and fines. Re-entry is not permitted until clearance has been given by the fire department and the Police Department.

Fire Safety Education

Resident Assistants are trained annually by local fire departments and MCPD in the proper procedure for evacuation and exit of buildings. In turn, Resident Assistants conduct fire safety education for students in their buildings each year as part of their service to the resident community.

The College is in the process of implementing education and training programs for staff and faculty under the auspices of Critical Incident Management and Emergency Response Procedures.

Location	Fire Alarms Monitored by Police Services	Buildings has Full Sprinkler System	Evacuation Plan Posted	Building Has Fire Alarm System Smoke Detectors	Number of Evacuation Drills conducted each Academic Year
St. Ann	Yes	Yes	Yes	Yes	2
St. Thomas	Yes	Yes	Yes	Yes	2
Monican Centre	Yes	Yes	Yes	Yes	2
O'Brien	Yes	Yes	Yes	Yes	2
Townhouse 1	Yes	Yes	Yes	Yes	2
Townhouse 2	Yes	Yes	Yes	Yes	2
Ash Centre	Yes	Yes	No	Yes	2
Deegan East	Yes	Yes	No	Yes	2
Deegan West	Yes	Yes	Yes	Yes	2
South Residence 1	Yes	Yes	No	Yes	2
South Residence 2	Yes	Yes	No	Yes	2
South Residence 3	Yes	Yes	No	Yes	2
South Residence 4	Yes	Yes	No	Yes	2
South Residence 5	Yes	Yes	No	Yes	2
North Residence 6	Yes	Yes	No	Yes	2
North Residence 7	Yes	Yes	No	Yes	2

Location	Fire Panel Type	Protective Devices	Sprinkler System	Areas covered	Head Temperature Setting in F
St. Ann	Simplex 4005 Panel	Smokes, Heats, Pull Stations	Wet System	Entire Building	165/186
St. Thomas	Simplex 2001 Panel	Smokes, Heats, Pull Stations	Dry System	Entire Building	165/186
Monican Centre	Simplex 4100u Panel	Smokes, Heats, Pull Stations	Wet System	Entire Building	165/186
O'Brien	Simplex 1040 Panel	Smokes, Heats, Pull Stations	Wet System	Entire Building/Dry in Attic	165/186
Townhouse 1	Simplex 4005 Panel	Smokes, Heats, Pull Stations	Wet System	Entire Building	165/186
Townhouse 2	Simplex 4005 Panel	Smokes, Heats, Pull Stations	Wet System	Entire Building	165/186
Ash Centre	Simplex 4100u Panel	Smokes, Heats, Pull Stations	Wet System	Entire Building/Dry in Basement Storage North Wing	165/186
Deegan East	Simplex 4020 Panel	Smokes, Heats, Pull Stations	Wet System	Entire Building/Dry in Attic	165/186
Deegan West	Simplex 4020 Panel	Smokes, Heats, Pull Stations	Wet System	Entire Building/Dry in Attic	165/186
South Residence 1	Simplex 4010 Panel	Smokes, Heats, Pull Stations	Wet and Dry System	Entire Building	165/186
South Residence 2	Simplex 4010 Panel	Smokes, Heats, Pull Stations	Wet and Dry System	Entire Building	165/186
South Residence 3	Simplex 4010 Panel	Smokes, Heats, Pull Stations	Wet and Dry System	Entire Building	165/186
South Residence 4	Simplex 4010 Panel	Smokes, Heats, Pull Stations	Wet and Dry System	Entire Building	165/186
South Residence 5	Simplex 4010 Panel	Smokes, Heats, Pull Stations	Wet and Dry System	Entire Building	165/186
North Residence 6	Simplex 4010 Panel	Smokes, Heats, Pull Stations	Wet and Dry System	Entire Building	165/186
South Residence 7	Simplex 4010 Panel	Smokes, Heats, Pull Stations	Wet and Dry System	Entire Building	165/186

FIRES	2013					
Name of Facility	Fires	Injuries	Deaths	Damage	Category	Cause
Deegan West	0	0	0	0		
Deegan East	0	0	0	0		
Ash Center	0	0	0	0		
O'Brien	0	0	0	0		
Monican	0	0	0	0		
St Ann Apartments	0	0	0	0		
St Thomas Apartments	0	0	0	0		
Townhouse 1	0	0	0	0		
Townhouse 2	0	0	0	0		
South Residence 1	0	0	0	0		
South Residence 2	0	0	0	0		
South Residence 3	0	0	0	0		
South Residence 4	0	0	0	0		
South Residence 5	0	0	0	0		
TOTAL	0	0	0	0		

FIRES	2014					
Name of Facility	Fires	Injuries	Deaths	Damage	Category	Cause
Deegan West	0	0	0	0		
Deegan East	0	0	0	0		
Ash Center	0	0	0	0		
O'Brien	0	0	0	0		
Monican	0	0	0	0		
St Ann Apartments	0	0	0	0		
St Thomas Apartments	0	0	0	0		
Townhouse 1	0	0	0	0		
Townhouse 2	0	0	0	0		
South Residence 1	0	0	0	0		
South Residence 2	0	0	0	0		
South Residence 3	0	0	0	0		
South Residence 4	0	0	0	0		
South Residence 5	0	0	0	0		
TOTAL	0	0	0	0		

FIRES	2015					
Name of Facility	Fires	Injuries	Deaths	Damage	Category	Cause
Deegan West	0	0	0	0		
Deegan East	0	0	0	0		
Ash Center	1	0	0	0	Unintentional	Cooking
O'Brien	0	0	0	0		
Monican	0	0	0	0		
St Ann Apartments	0	0	0	0		
St Thomas Apartments	0	0	0	0		
Townhouse 1	0	0	0	0		
Townhouse 2	0	0	0	0		
South Residence 1	0	0	0	0		
South Residence 2	1	0	0	\$500	Unintentional	Open Flame
South Residence 3	0	0	0	0		
South Residence 4	0	0	0	0		
South Residence 5	1	0	0	0	Unintentional	Open Flame
North Residence 6	0	0	0	0		
North Residence 7	0	0	0	0		
TOTAL	3	0	0	\$500		