ANNUAL SECURITY REPORT

In compliance with the
JEANNE CLERY DISCLOSURE OF CAMPUS SECURITY POLICY
AND CAMPUS CRIME STATISTIC ACT

2020

Main Campus
Downtown Center
Smith Vocational and Agricultural High School
Franklin County Technical School
Franklin County Sheriff’s Office
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Letter from the Director of Public Safety

Dear Campus Community,

On behalf of the Department of Public Safety, I am pleased to present our 2019 Annual Security Report. The GCC Department of Public Safety is committed to providing a campus experience where community policing, campus partnerships, and data driven decision making work together to allow students and employees to study and work in an environment conducive to their purpose. The Department of Public Safety endeavors to provide high quality public safety service with an emphasis on excellent customer service.

The Department of Public Safety pledges to continually:

- Enhance our professional skills and knowledge through annual trainings provide by subject matter experts.
- Strive to identify and pursue avenues that improve the operation of our department and the way we serve the GCC community.
- Dedicate our concerted attention to fostering a safe and secure environment on campus while simultaneously earning, building, and maintaining the public’s trust.
- Provide programs to educate and increase awareness about safety and security in our campus community.
- Maintain open lines of communication between the Department of Public Safety, the public, and local law enforcement to identify and resolve issues in a collaborative manner.
- Demonstrate professional, caring, and ethical behavior at all times.

I extend an invitation to all members of the GCC Campus Community to join us in our shared responsibility of public safety. I welcome your suggestions and value your concerns for making our community a safer place to study and work. I look forward to our continued partnership in the coming year.

Sincerely,

Alex Wiltz
Director of Public Safety
About Greenfield Community College

Greenfield Community College (GCC) is located in Greenfield, MA (pop. 18,000). The Main Campus (One College Drive, Greenfield, MA) is surrounded mostly by acres of undeveloped land and fields, with a small residential area abutting one section of the college’s property. The Downtown Center (270 Main Street, Greenfield, MA), Smith Vocational and Agricultural High School (80 Locust St, Northampton, MA), and the Franklin County Sheriff’s Office (160 Elm St, Greenfield, MA) are surrounded by businesses and residences. The Franklin County Technical School (82 Industrial Blvd, Turners Falls, MA) is surrounded by an industrial park with an airport on one side. Over 5,000 students commute to GCC for credit and non-credit classes held at the college’s various locations. There are no residence halls on campus. The college employs approximately 450 full-time and part-time faculty, administrators, and staff members.


The Department of Public Safety publishes this report based on the information maintained in it records, as well as information collected from local law enforcement, various individuals and departments at the Colleges, such as the Title IX Coordinator, Dean of Students, and Campus Security Authorities (CSAs). Every Effort is made to build a close working relationship with students, staff, and faculty to ensure they submit statistical information about criminal activity. There is also a form, located on the Department of Public Safety website that individuals can use to report incidents. The data is then used for the annual statistical report.

Each year, no later than October 1st, the Department of Public Safety provides to all enrolled students, faculty, and staff an e-mail notification with the Annual Security Report attached and also a link to the website where the Annual Security Report can be found. Prospective students and employees are made aware of the report’s availability on the college’s website and on the student application. Hard copies are available upon request at Public Safety (South 110).

Reporting Crimes and Other Emergencies

All members of the college community are strongly encouraged to immediately report criminal and/or suspicious activity, as well as medical and other emergencies. At the Main and Downtown campus please call Public Safety at 413-775-1111 and at all other campus dial 911. The Department of Public Safety handles its own police/criminal investigations, calling upon outside agencies for assistance and/or consultation as needed.

While reporting crimes directly to Public Safety is preferred, crimes may also be reported to other persons that the Clery Act identifies as Campus Security Authorities (CSAs) – those college officials who have a significant responsibility for student and campus activities. CSAs who become aware of Clery Act crimes (listed below in our crime statistics table) are required to report the incident to Public Safety for statistical inclusion 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.

Additionally, the following are designated college officials to whom crimes may be reported:
Vice President of Academic & Student Affairs; 413-775-1811; Room C205
Dean of Students; 413-775-1868; Room C103
Executive Director of Human Resources/ Title IX officer; 413-775-1312; Room S424
Note: Campus professional counselors, when acting as such, are not considered to be a Campus Security Authority and are not required to report crimes for inclusion into the annual disclosure of crime statistics. However, professional counselors are encouraged, if and when they deem appropriate, to inform persons being counseled of the procedures to report crimes.

Crimes occurring off-campus should be reported to the local police agency that has jurisdiction. Dialing 911 from phones in off-campus locations connects individuals with the police department of that town/city. The college does not have any off-campus student organizations that would necessitate a policy statement on addressing criminal activity off campus.

Generally, most police reports at public institutions are public records under state law; therefore, the Department of Public Safety cannot hold reports of crime in confidence. In some instances, however, all or parts of some police reports may be withheld to comply with state/federal confidentiality laws in order to protect ongoing investigations, victim identity, etc. Confidential reports for purposes of inclusion in the annual disclosure of crime statistics can be made to Campus Security Authorities described earlier in this section.

About the Department of Public Safety

The Department of Public Safety’s primary focus is to provide a safe and secure campus environment so that learning will be optimized. Public Safety enforces regulations of the college and laws of the Commonwealth of Massachusetts, making referrals to Student & Academic Affairs and/or the criminal court system where appropriate. The department is comprised of sworn police officers, contract security officers, and civilian office staff. College police officers are licensed as Special State Police Officers under Massachusetts General Law Ch. 22C §63 and have full police authority on property owned, used or occupied by the college. Many college police officers are also sworn as Franklin County Deputy Sheriffs, which provides police power throughout Franklin County. Contract security officers do not have police powers, but are authorized to enforce college policies. While the College does not maintain a Memorandum of Understanding (MOU) with local law enforcement agencies, the Public Safety Department maintains a collaborative working relationship with Greenfield Police Department and with the Massachusetts State Police and calls upon their services as needed.

College police and security officers are trained in First Aid & CPR. College police officers are trained in, and equipped with, firearms, police batons, and pepper spray. Security officers do not carry firearms, batons or pepper spray. Police and/or security officers patrol the main campus 24 hours a day by foot, bicycle, and cruiser.

Public Safety provides a 24-hour escort service at the Main and Downtown campuses where persons can be escorted between buildings and parking lots.

Security of and Access to Campus Facilities

The Facilities Management Department maintains college buildings and grounds with a concern for safety and security. In conjunction with Public Safety, it inspects facilities regularly and promptly makes repairs affecting safety and security, such as broken windows and locks.

College buildings are open during business hours and at other times when there are classes or other activities. Exterior doors are locked at all other times and routinely checked by Public Safety staff. Admittance to buildings/offices when the buildings are closed is limited to employees who need to access their work area and to students who have permission to be in a particular room/area. College policy requires that Public Safety be aware of people in buildings when they are closed.
**Timely Warnings**

GCC will issue a Timely Warning Notice in the event that it receives notice of an alleged Clery Crime (defined below) occurring on campus, on public property within or immediately adjacent to the campus, or in or on non-campus buildings or property controlled by the College, where the College determines, in its judgment, that the allegations present a serious or continuing threat to the College community. For purposes of this policy, “timely” means as soon as reasonably practical after an incident has been reported to the Department of Public Safety, a Campus Security Authority identified by Greenfield Community College, or local police agencies that have concurrent jurisdiction.

The Director of Public Safety, or, in their absence or unavailability, their designee, is responsible for determining whether to issue a Timely Warning Notice. If the Director of Public Safety or designee is not available, the senior ranking person on campus will make the determination.

Whether to issue a Timely Warning Notice is determined on a case-by-case basis for Clery Act crimes: homicide, sex offenses (rape, fondling, incest and statutory rape), robbery, aggravated assault, burglary, motor vehicle theft, arson, domestic violence, dating violence, stalking and hate crimes, as defined by the Clery Act. A Timely Warning Notice may also be issued for other crimes, as determined necessary.

In determining whether to issue a Timely Warning Notice the College will consider any factors reflecting on whether the alleged crime represents a serious or continuing threat to the College community, including, but not limited to, (a) the nature of the incident; (b) when and where the incident occurred; (c) when it was reported; (d) the continuing danger to the campus community; and (e) the amount of information known by the Department of Public Safety. If there is insufficient information available to determine whether the incident represents a continuing threat to the College community, the College will issue a Timely Warning Notice unless, based on the information available, it appears unlikely that there is an ongoing threat to the community. It will be noted in the content of the Timely Warning Determination, based on the information available, the College does not have full information to evaluate the nature of the ongoing threat.

**Emergency Response and Evacuation Procedures**

When the college becomes aware of an emergency or significant criminal incident, Public Safety and/or other college staff will respond to assess, evaluate and contain the emergency, requesting off-campus resources as necessary.

In addition, federal law requires that the institution immediately notify all or part of the college community that may be affected by the situation. Once such an immediate threat is confirmed, the College will use some or all of the systems described below to communicate the threat to the community or to the appropriate segment of the community, if the threat is limited to a particular building or segment of the population. The Director of Public Safety (or, in their absence, the designated senior administrator) will be apprised of the situation and, taking into account the safety of the community, will without delay determine the content of the notification or warning and initiate the notification system with an initial alert. The Director of Public Safety (or, in their absence, the senior ranking person) can send the initial alert themselves or direct another Public Safety or Information Technology department staff person to do so.

After an initial alert is sent, the College will provide additional messages updating the community as necessary. These messages will be authorized by the Director of Public Safety (or, in their absence, another senior administrator).
GCC maintains various systems for communicating information to the college community. Some or all of these methods of communication may be activated in the event of an immediate threat to the GCC community and for follow-up messages such as, but not limited to, the following: in-person notifications, fire alarm system activations, emails to all students and employees, broadcast voice mail messages, and the ALERT GCC notification system. The ALERT GCC notification system allows the college to contact the community by sending voice messages (mobile or landline), text messages, and emails to students/employees. Additionally, all GCC email accounts are automatically part of the ALERT GCC database. ALERT GCC is an opt out system that all current students and employees are automatically added to. The college utilizes a system that will automatically send the ALERT GCC notification to desktop computer screens, wall-mounted monitors, and alert beacons throughout the campuses.

The college maintains liaison with local media. The media, as well as other communication resources, would be used to keep the larger community informed about campus emergencies as appropriate.

GCC conducts at least one test of the Emergency Alert system each school year. Additionally, the College conducts at least one emergency preparedness drill each year such as, but not limited to: unannounced fire drills, emergency building evacuation, table top exercises, etc.

Emergency Response Guides hang in many locations on the Main Campus and at the Downtown Center and provide a quick reference for responding to emergencies.

**Education and Crime Prevention**

Various departments on campus - including Public Safety and Student & Academic Affairs - are available for educational presentations and/or information on topics including personal safety, sexual assault prevention, alcohol abuse, fire safety, and crime prevention. The Public Safety website contains information and tips on personal safety and crime prevention. New students and employees are made aware of safety and security information as well as sexual misconduct information during orientation programs as well as via handbooks and other materials. Emails and other communications during the school year remind college community members of Public Safety services as well as crime prevention and personal safety tips.

Crime prevention is a campus-wide concern that requires the involvement of all students and employees. Suspicious persons and activity should be reported to Public Safety immediately. Employees in the Public Safety Department are proactive in efforts to provide a safe and secure campus, regularly checking campus safety equipment.

GCC encourages all members of the GCC community to practice bystander intervention whenever possible. Bystander intervention is a safe and positive option that may be carried out by an individual to prevent harm or intervene when there is 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 intervene, identifying safe and effective intervention options, and taking action to intervene. Practicing bystander intervention helps with risk reduction. Risk reduction decreases perpetration and bystander inaction, and increase empowerment in victims in order to promote safety and to help individuals and communities address conditions that facilitate violence. GCC has online modules available to all students that discusses bystander intervention and risk reduction along with several other topics relevant to college students. These courses are available through the Student Development webpage to all students.
Daily Crime Log
The Department of Public Safety maintains a Daily Crime Log that records all crimes and other serious incidents that occur on campus, in a non-campus building or property, or on public property. The Daily Crime Log is available for public inspection at the Public Safety Office during business hours. The Daily Crime Log includes the nature, date, time, and general location of each crime reported to the department, as well as the disposition of the complaint, if this information is known at the time the log is created. Public Safety posts specific incidents in the Daily Crime Log within two business days of receiving a report of an incident and reserves the right to exclude reports from the log in certain circumstances.

Disclosure to Victims of Crimes of Violence
The College will, upon written request, disclose to the alleged victim of a crime of violence (as that term is defined in Section 16 of Title 18, United States code), 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 a result of such crime or offense, the next of kin of such victim shall be treated as the alleged victim.

Proceeding means all activities related to a non-criminal resolution of an institutional disciplinary complaint, including, but not limited to, fact-finding investigations, formal or informal meetings, and hearings. Proceeding does not include communications and meetings between officials and victims concerning accommodations or protective measures to be provided to a victim.

Result means any initial, interim, and final decision by any official or entity authorized to resolve disciplinary matters within the institution. The result must include any sanctions imposed by the institution.

Alcohol and Other Drugs
Alcohol
Massachusetts General Laws and City of Greenfield ordinances regarding alcoholic beverages apply on Greenfield Community College property. These laws/ordinances are enforced by Public Safety and violators are subject to arrest and/or criminal prosecution. 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 on college property, regardless of age, without advance approval from the college is a violation of city ordinance. Violators are subject to arrest, criminal prosecution, and/or campus sanctions.

Other Drugs
The possession, use, sale, manufacture, or distribution of any controlled substance is illegal under federal laws. Such laws are enforced by Public Safety. Violators are subject to arrest, criminal prosecution, and/or campus sanctions. Although medical and recreational marijuana is legal under Massachusetts law, Greenfield Community College follows federal law that requires a complete ban of all marijuana and CBD products.

Substance Abuse Education
Substance abuse prevention, support, and education are provided throughout the college. The Human Resources Department advises employees about resources in the area for various needs, including alcohol or drug abuse. Student & Academic Affairs staff coordinate programs for students in recovery and facilitate panel discussions for students and employees. The college has dedicated spaces for those in
recovery and their allies. The College has also established a formal partnership with the Recover Project who comes to campus on a regular basis to facilitate meetings and training sessions. GCC also has a formal relationship with the Opioid Task Force.

Policy against Sexual Violence

Sexual violence is prohibited under state law and the College’s Policy on Affirmative Action. Sexual violence is prohibited pursuant to Title IX of the Educational Amendment Act of 1972, which states: No person in the United States, shall on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving Federal assistance.

All reported or suspected cases of sexual violence shall be reported to the College’s Affirmative Action and/or Title IX Coordinator. Please refer to the Complaint Procedures for specific complaint procedures and guidelines.

The College prohibits retaliation against any person who presents a formal or informal complaint of sexual violence or who testifies or offers evidence connected with a complaint. Retaliation is a violation of this policy whether or not the underlying claim of sexual violence is confirmed.

Sexual Violence Defined

Definitions

The following definitions are consistent with the Commonwealth’s policy on Affirmative Action, Equal Opportunity, and Diversity. Note: the below definition of “consent” is applicable to college policy. There is no legal definition of consent defined by statute in Massachusetts. However, lack of consent is an element of the crimes of rape and indecent assault and battery.

Consent: “Consent” must be informed, voluntary, and mutual, and can be withdrawn at any time. There is no consent when there is force, expressed or implied, or when coercion, intimidation, threats, or duress is used. Whether a person has taken advantage of a position of influence over another person may be a factor in determining consent. Silence or absence of resistance does not imply consent. Past consent to sexual activity with another person does not imply ongoing future consent with that person or consent to that same sexual activity with another person.

Preponderance of Evidence: The evidentiary standard used in resolving a complaint filed under the Policy on Affirmative Action, Equal Opportunity and Diversity. The standard is met if the proposition is more likely to be true than not true (i.e.; more probable than not). Effectively, the standards is satisfied if there is greater than 50 percent chance that the proposition is true.

Sexual Harassment: Sexual advances, requests for sexual favors, and verbal or physical conduct of a sexual nature when:

1. submission to or rejection of such advances, requests or conduct is made either explicitly or implicitly a term or condition of employment or as a basis for employment or academic decisions; or
2. such advances, requests or conduct have the purpose or effect of unreasonably interfering with an individual's academic or work performance by creating an intimidating, hostile, humiliating or sexually offensive learning or working environment.

Under these definitions, direct or implied requests by a supervisor or instructor for sexual favors in exchange for actual or promised job or academic benefits constitute sexual harassment. The legal definition
of sexual harassment is broad and in addition to the above examples, other sexually oriented conduct, whether it is intended or not, that is unwelcome and has the effect of creating a work or educational environment that is hostile, offensive, intimidating, or humiliating to another may also constitute sexual harassment.

While it is not possible to list all those additional circumstances that may constitute sexual harassment, the following are some examples of conduct which if unwelcome, may constitute sexual harassment depending upon the totality of the circumstances, including the severity of the conduct and/or its pervasiveness:

1. Unwelcome sexual advances - whether they involve physical touching or not.
2. Repeated, unsolicited propositions for dates and/or sexual intercourse.
3. Sexual epithets, jokes, written or oral references to sexual conduct, gossip regarding one's sex life; comment on an individual's body, comment about an individual's sexual activity, deficiencies, or prowess.
4. Displaying sexually suggestive objects, pictures, cartoons.
5. Unwelcome leering, whistling, brushing against the body, sexual gestures, suggestive or insulting comments.
6. Verbal harassment or abuse on the basis of sex.
7. Inquiries into another person’s sexual activities, practices or experiences.
8. Discussion of one's own sexual activities, practices or experience.

Sexual Violence: Sexual violence refers to physical sexual acts perpetrated against a person’s will or where a person is incapable of giving consent (e.g., due to the person’s age or use of drugs or alcohol, or because an intellectual or other disability prevents the person from having the capacity to give consent). A number of different acts fall into the category of sexual violence, including rape, sexual assault, sexual battery, sexual abuse, and sexual coercion. Sexual violence can be perpetrated by employees, students, or third parties. All such acts of sexual violence are forms of sex discrimination and are prohibited by Title IX. Sexual Violence under this Policy includes, but is not limited to:

1. Rape – Defined by the Federal Bureau of Investigation as follows: 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. NOTE: The FBI definition is used for Clery Act reporting. For criminal investigations relative to court action in rape is defined in Massachusetts as the oral, anal, or vaginal penetration by an inanimate object, penis, or other bodily part without consent. In Massachusetts, it is illegal to have sex with someone who is incapable of giving consent because they are: (1) intoxicated; (2) unconscious; (3) mentally incompetent; or (4) under 16 years of age.
2. Acquaintance Rape - Rape upon someone by a person he or she knows.
3. Sexual Assault – Actual or attempted sexual contact with another person without that person’s consent. Sexual assault includes, but is not limited to:
   a. 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; (excerpted from the National Incident-Based Reporting System (NIBRS) User Manual January 2013).
   b. Incest- Non-forcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law; (NIBRS 2013); and
   c. Statutory Rape- Non-forcible sexual intercourse with a person who is under the statutory age of consent. (NIBRS 2013)
4. Intimate Partner Violence
5. 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 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. For the purposes of this definition, “substantial emotional distress” means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling (as defined in the 2013 Violence Against Women Act Amendments to Clery for Clery reporting purposes).

a. Additionally Massachusetts General Laws (MGL’s) are referenced for criminal prosecution. Stalking is defined in Massachusetts as whoever (a) 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 (b) makes a threat with the intent to place the person in imminent fear of death or bodily injury, shall be guilty of the crime of stalking.

6. Dating Violence – Violence committed by a person: (a) who is or has been in a social relationship of a romantic or intimate nature with the victim; and (b) where the existence of such a relationship shall be determined based on a consideration of the following factors: (i) the length of the relationship; (ii) the type of relationship; and (iii) 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 (as defined by the 2013 VAWA Amendments to Clery for Clery reporting purposes however, for criminal prosecution the two areas may intersect; see “Domestic Violence, MGL’s below).

a. Domestic Violence - A felony or misdemeanor crime of violence including, but no limited to, attempting to cause or causing physical harm; placing another in fear of imminent serious physical harm; or causing another to engage involuntarily in sexual relations by force, threat or duress, which is committed by (a) a current or former spouse or intimate partner of the victim; (b) a person with whom the victim shares a child in common; (c) a person who is cohabitating with, or has cohabitated with, the victim as a spouse or intimate partner; (d) a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred, or (e) 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 (as defined by the 2013 VAWA Amendments to Clery for Clery reporting purposes).

b. Massachusetts Generals Laws, Chapter 209A, Section 1 definition relative to domestic violence and dating violence: Occurrence of one or more of the following abusive acts between family or household members: (a) attempting to cause or causing physical harm; (b) placing another in fear of imminent serious physical harm; (c) causing another to engage involuntarily in sexual relations by force, threat or duress. “Family or household members” include persons who; (a) are or were married to one another; (b) are or were residing together in the same household; (c) are or were related by blood or marriage; (d) having a child in common regardless of whether they have ever married or lived together; or (e) are or have been in a substantive dating or engagement relationship, which shall be adjudged by a court upon considering the following factors: (1) the length of time of the relationship; (2) the type of relationship; (3) the frequency of interaction between the parties; and (4) if the relationship has been terminated by either person, the length of time elapsed since the termination of the relationship. NOTE: Crimes of domestic violence and dating violence under MGL’s may be charged under various chapters and sections dependent upon the elements of the case. The definition provided under Chapter 209A, Section 1, above, provides the elements considered in determining if the crime is one of domestic violence or dating violence under state law.
**Title IX Coordinator**: A College employee assigned the responsibility for maintaining the College’s compliance with Title IX. The Title IX Coordinator is responsible for administering this Policy relative to complaints of sex discrimination, sexual harassment or sexual violence. The Title IX Coordinator may also serve as the College’s Affirmative Action Officer. If these positions are held by different individuals, the AAO and the Title IX Coordinator may collaborate on the enforcement of any aspect of this Policy. The Title IX Coordinator should not have other job responsibilities that may create a conflict of interest. For example, serving as the Title IX Coordinator and a disciplinary hearing board member or general counsel may create a conflict of interest. There may also be a Deputy Title IX Coordinator designated to assist the Title IX Coordinator in the performance of his/her duties. The Title IX Coordinator must be adequately trained to perform his/her duties, including understanding the legal aspects of Title IX, conducting investigations of Title IX Offenses, administering an investigative process that protects the safety of victims, and promotes accountability and providing campus-wide training to members of the College community.

**Victim**: A person who reports being subject to an alleged act of sexual violence.

**Reporting Complaints of Sexual Violence**
A victim of sexual violence has the right to file (or not file) an Affirmative Action Discrimination Complaint Form with the College. The process for filing a complaint is outlined under the Policy on Affirmative Action’s Complaint Procedure. For more information or assistance with filing a complaint, please contact the College’s Title IX Coordinator. If the Title IX Coordinator is the subject of a complaint, the President shall designate another College official to administer the Complaint Procedures. A victim may also choose to file a criminal complaint, in which case the Title IX Coordinator and/or Campus Police can assist the victim with that process. Reporting the incident to the Title IX Coordinator or Campus Police does not obligate the victim to file criminal charges.

**College’s Investigation**
The College is obligated to investigate allegations of sexual violence, even if the alleged victim chooses not to file a formal complaint and/or participate in the investigation. Additionally, a complaint filed in another forum, including a criminal or civil complaint, shall not delay the College’s investigation of a complaint of sexual violence. The College shall promptly and thoroughly investigate all such allegations in accordance with the Policy on Affirmative Action. The College may also institute protective measures, such as a no-trespass order, restricted access to campus, adjusted class or work schedule, or a leave of absence, during the investigative process and/or upon completion of the disciplinary process. A person found to have committed an act of sexual violence shall be subject to disciplinary action, up to and including suspension, expulsion or termination from the College, as well as criminal prosecution.

**Victim Identification**
Personal identifiable information about a victim will be treated as confidential and only shared with persons with a specific need to know and/or who are investigating and/or adjudicating the complaint, delivering resources or support services to the victim or as public safety requires. The College does not publish the names or other identifiable information of victims in the campus police department’s Daily Crime Log, in any Timely Warnings issued or online. In accordance with the Family Educational Rights and Privacy Act, a victim may request that no directory information maintained by the College be released absent his/her prior, written consent.
**Protections for Victims of Sexual Violence**

A person who is subjected to sexual violence shall:

- Be provided with a copy of the College’s *Sexual Violence – Victim’s Rights and Information form*;
- Have the right to, or not to, seek assistance from campus administration or campus law enforcement;
- Not be discouraged by College officials from reporting an incident to both on-campus and off-campus authorities;
- Be provided assistance in contacting local law enforcement if requested and have the full and prompt assistance and cooperation of campus personnel should a civil and/or criminal complaint be pursued;
- Be free from any suggestion that they somehow contributed to or had a shared responsibility in the violent act;
- Receive the same level of support at any proceeding before College officials as is permitted to the accused party, including the presence of a representative during any disciplinary proceeding and the right to be notified in a timely manner of the outcome of such proceedings and any appeal right available;
- Receive full and prompt cooperation from College personnel in obtaining and securing evidence (including medical evidence) necessary for any potential criminal proceedings;
- Have access to existing College counseling and off-campus medical professionals, victim support services, and to obtain referrals to off-campus counseling and support services if desired;
- Be permitted to attend classes, work and participate in College activities free from unwanted contact or proximity with the accused individual(s) insofar as the College is permitted and able;
- Be permitted to request changes to an academic schedule if such changes are requested by the alleged victim and are reasonably available; and
- Be informed of any no-contact or no-trespass orders issued to the accused by the College and the College’s commitment to honor any court-issued restraining or protective orders, to the extent permitted by law.

**Recommended Procedures for a Victim of Sexual Violence**

For a person subjected to an act of sexual violence, there can be time-sensitive decisions to make about sexually transmitted infections, pregnancy, and collecting physical evidence in the event of prosecution. Individuals who have been victims of sexual violence are advised as follows:

**Protect Yourself and Get Medical Attention** – A victim should be advised to go to a safe place as soon as possible and seek medical attention immediately. Injuries and exposure to disease may not be immediately apparent. A medical examination can provide necessary treatment and collect important evidence. It is recommended that a physical exam be conducted within 72 hours of the violence. Submitting to a physical exam does not mean that a victim is required to press charges. This action merely preserves the option to do so. Designated College personnel can assist in providing transportation to the hospital.

**Preserve Evidence** - It is important to preserve all physical evidence following an act of sexual violence. Physical evidence may be necessary in the event criminal prosecution is pursued. If possible, a victim should be advised not to wash, eat, drink, douche, clean, use the bathroom, or change clothes. If clothes
are changed, all clothes that were worn at the time of the incident should not be cleaned and should be placed into an unused or a clean paper bag.

**Health and Support Services** - Various health and support services are available on and off campus for students and employees who have experienced sexual violence. For information about such services, including counseling, please contact the Affirmative Action and/or Title IX Coordinator.

**Rape Crisis Center Contact Information**
The following is a list of Rape Crisis Centers in Massachusetts. As the following contact information may be subject to change, current contact information on rape crisis centers in Massachusetts can be found at the Commonwealth’s Executive Office of Health and Human Services’ Website under “Consumer” information at http://www.mass.gov/eohhs/.

**Greater Boston Area**
Boston Area Rape Crisis Center, Cambridge, 617-492-7273 Hotline, 617-492-6434 TTY

**Northeastern Massachusetts**
North Shore Rape Crisis Center, Beverly, 800-922-8772 Hotline, 978-921-8729 TTY
Rape Crisis Services of Greater Lowell, 800-542-5212 Hotline, 978-452-8723 TTY
YWCA of Greater Lawrence, 877-509-9922 SA Hotline, 978-686-8840 TTY

**Central Massachusetts**
Rape Crisis Center of Central Mass., Worcester, 800-870-5905 Hotline, 508-852-7600 TTY
Rape Crisis Center of Central Mass., Fitchburg, 800-870-5905
Wayside Victim Services, Milford, 800-511-5070 Hotline, 508-478-4205 TTY
Voices Against Violence, Framingham, 800-593-1125 Hotline, 508-626-8686 TTY

**Southeastern Massachusetts**
A Safe Place, Nantucket, 508-228-2111 Hotline, 508-228-0561 TTY
Independence House, Hyannis, 800-439-6507 Hotline, 508-778-6782 TTY
Women Support Services, Vineyard Haven, 508-696-7233
Greater New Bedford Women Center, New Bedford, 888-839-6636 Hotline, 508-996-1177 TTY
New Hope, Attleboro, 800-323-4673 Hotline/TTY
Stanley Street Women Center, Fall River, 508-675-0087 Hotline, 508-673-3328 TTY
Womansplace Crisis Center, Brockton, 508-588-8255 SA Hotline, 508-894-2869 TTY

**Western Massachusetts**
Elizabeth Freeman Center, Pittsfield, 413-443-0089 Hotline, 413-499-2425 TTY
Everywoman Center, Amherst, 413-545-0800 Hotline, 888-337-0800 TTY
NELCWIT, Greenfield, 413-772-0806 Hotline/TTY
YWCA, Springfield, 800-796-8711
YWCA of Western Mass, Westfield, 800-479-6245 Hotline/TTY

These Rape Crisis Centers offer FREE services to survivors of sexual violence, including:

- 24/7 hotline counseling, information, and referral;
- Will go with survivors to hospitals and/or police stations 24/7;
- Will go with a survivor to court;
- Provide one-to-one counseling and support group counseling; and
- Provide primary prevention education; professional training; outreach.
**Mandatory Reporting Under State Law**

Children (a person under the age of 18) may be students at the College, or may be engaged in activities sponsored by the College or by third-parties utilizing College facilities. In such instances, where an employee has reasonable cause to believe that a child is suffering physical or emotional injury, resulting from among other causes, sexual abuse, the employee and the College may be obligated to comply with the mandatory reporting requirements established at M.G.L. Chapter 119, Section 51A-E. In such cases, the employee is directed to immediately report the matter to the College’s Affirmative Action and/or Title IX Coordinator, who, in consultation with other officials, shall contact the Commonwealth’s Department of Children and Families and/or law enforcement. An employee may also contact local law enforcement authorities or the Department of Children and Families directly in cases of suspected abuse or neglect.

State law also maintains mandatory reporting requirements for certain occupations where elderly and disabled abuse or neglect is suspected. For more information on these reporting requirements please contact the College’s Affirmative Action Officer.

Acts of sexual violence are subject to disciplinary action pursuant to the College’s Policy on Affirmative Action’s Complaint Procedure. The Compliant Procedure provides as follows:

**Complaint Procedure**

**General Information**

**Application of Policy**

The complaint procedure is intended to provide a mechanism to investigate and where possible resolve complaints of alleged violations of this Policy against employees and students. The procedures outlined below are intended to ensure that the College will conduct an impartial, fair, effective, and efficient investigation of all allegations of discrimination without fear of retaliation. The complaint procedure is available to any employee or student who believes he/she has been discriminated against on the basis of a protected classification or retaliation. A complaint filed in another forum does not preclude a student or employee from filing a complaint under this Policy. Further, a complaint filed in another forum, including a criminal or civil complaint, shall not delay an investigation of a complaint filed under this Policy.

**Confidentiality of Process**

The complaint procedure will be conducted as confidentially as reasonably possible to protect the privacy rights of all individuals involved. The College may share information concerning the complaint with parties, witnesses and/or others during any phase of the procedure on a need-to-know basis and shall share information with union representatives as provided for in G.L.c.150E. All individuals with whom information is shared shall be advised of the confidential nature of the information and directed not to discuss the matter with anyone other than a personal advisor, if applicable.

**Complainant Requests Confidentiality**

Where a Complainant requests that no action be taken by the College or requests that her/his identity not be revealed, the College shall take reasonable steps to investigate and respond to the complaint, but shall inform the Complainant that such a request may hamper its ability to fully investigate an alleged violation of this Policy and/or to take appropriate remedial steps, including disciplinary action. Where an allegation includes the potential of an ongoing threat to the health, safety or security of the College or a potential adverse employment action, the Affirmative Action Officer shall inform the Complainant that it cannot ensure confidentiality and disclosure of their name may likely be required.
Anonymous Complaints
To the extent possible, the College is obliged to investigate and respond to anonymous complaints.

Off Campus Behavior
The College reserves the right to investigate alleged prohibited conduct under this Policy occurring off-campus when such conduct adversely affects the College Community, poses a threat of harm to the College Community; interferes with the College’s pursuit of its educational objectives and mission, and/or if a student or employee is charged with a serious violation of state or federal law.

Interim Action
The College reserves the right to suspend a student on an interim basis or place an employee on paid administrative leave prior to completing an investigation under this Policy when it reasonably concludes that a student or employee: (a) poses a threat to health or safety; (b) poses a threat to College property or equipment; (c) is disruptive or interferes with the normal operations of the College; or (d) is charged with a serious violation of state or federal law. In such cases, the College shall provide the employee or student of the specific reason(s) for the interim action. During a student’s interim suspension or an employee’s leave, the College reserves the right to prohibit the individual from entering upon the College’s property or participating in any College activities absent written authorization from an appropriate official of the College.

Joint Investigation
In some circumstances a Responding Party’s conduct may constitute a potential violation of this Policy and/or other conduct policies applicable to employees or students. In such cases, in order to avoid duplicative investigatory efforts, a joint investigation under this Policy may be conducted by the AAO and the administrator charged with enforcing conduct policies. For example, if the Responding Party is a student, the Affirmative Action Officer and Student Code of Conduct Officer may jointly investigate the complaint. Based on the findings of their joint investigation, the student may be subject to disciplinary action for violations of the Affirmative Action Policy and/or the Student Code of Conduct. Where the Responding Party is an employee, a joint investigation may be conducted by the Affirmative Action Officer and the employee’s supervisor. Based on the findings of their joint investigation, the employee may be subject to disciplinary action for violations of the Affirmative Action Policy and/or for inappropriate and unprofessional conduct.

Collateral Rights of Employees
Any disciplinary action taken against an employee shall be regarded as an administrative action subject to all terms and conditions of applicable collective bargaining agreements or personnel policies.

Complaints of Sex Discrimination, Sexual Harassment or Sexual Violence
The Title IX Coordinator shall have the responsibility for administering this Policy relative to complaints of sex discrimination, sexual harassment and sexual violence.

Complaint Procedure
The complaint process is comprised of two procedures - the informal procedure and the formal procedure.

Informal Procedure
Where appropriate, the parties to a dispute and/or the Affirmative Action Officer, may attempt to reach an informal and prompt resolution of the potential complaint. Informal resolution is encouraged and any of the parties involved may request the intervention of the Affirmative Action Officer to assist in resolving the matter informally. An informal resolution is achieved through open dialogue between the parties that allows for the airing of any misunderstandings or disputed issues. The informal procedure shall not be
used in an effort to resolve allegations of sexual harassment or sexual violence. Further, at no time shall a Responding Party question or confront a Complainant, or engage a third party to do so, as such conduct may constitute intimidation and/or retaliation, which are strictly prohibited under this Policy.

**Formal Procedure**

The following rules apply throughout all phases of the formal complaint process: (1) all parties to a complaint may have a personal advisor (for union employees this may be a union representative); (2) the role of a personal advisor is limited to providing discrete advice and counsel to the party; (3) the filing of a complaint under this Policy shall not preclude a Complainant from pursuing a complaint in a separate legal forum; (4) a complaint involving a grade dispute shall proceed under this Policy when a student alleges that a grade was improper because of discrimination, discriminatory harassment, sexual violence or retaliation; and (5) all findings reached under this procedure must be based on a “preponderance of evidence” (i.e.; more likely than not) standard.

At any point during the formal complaint procedure, either party may request mediation by contacting the Affirmative Action Officer. The purpose of mediation is to resolve the dispute to the satisfaction of both parties. Mediation shall be mutually agreed upon by the parties. The Affirmative Action Officer, or designee, shall select an impartial mediator, who shall be mutually agreed upon and not unreasonably refused by either party, and inform the parties in writing of the mediation process and schedule. The mediator must have training or experience in mediating matters subject to this complaint process. Where practicable, a mediation session shall be conducted no later than thirty (30) days after agreed to by the parties. The timelines presented under the Complaint Procedure shall be tolled pending the outcome of mediation. If mediation is successful in resolving the complaint, the Affirmative Action Officer shall reduce to writing the terms of the mediated resolution, which shall be signed by the parties. The mediation process shall not be used in an effort to resolve allegations of sexual harassment or sexual violence. If mediation does not result in a resolution, all mediation discussions shall remain confidential and may not be used or introduced in this process or any other forum.

**Affirmative Action Officer Investigation**

When a Complainant believes that he/she has been discriminated against because of his/her race, color, religion, national origin, sex, age, disability, sexual orientation, gender identity, genetic information, veteran status, maternity leave and/or subjected to sexual harassment, sexual violence, or retaliation, the Complainant may file a formal written complaint in writing with the Affirmative Action Officer. For student Complainants, a formal complaint may be filed within thirty (30) days following the end of the instructional period when the Complainant knew or should have known of the grievable act. For employee Complainants, a formal complaint may be filed within thirty (30) days from when the Complainant knew or should have known of the grievable act. The complaint shall contain a statement of all known facts pertaining to the alleged violation and shall be filed preferably on the Affirmative Action Discrimination Complaint Form (see Appendix A), which shall be available from the Affirmative Action Officer. If a student is involved, the Affirmative Action Officer shall notify the Vice President or Dean of Students.

During Step 1, the Affirmative Action Officer has the authority to seek to resolve the complaint through an administrative remedy. If the parties accept the administrative remedy proposed, its terms shall be reduced to writing, signed by both parties and the Affirmative Action Officer shall retain the document, with copies to the parties. Thereafter, the matter shall be considered resolved between the parties.

Upon receiving a written complaint, the Affirmative Action Officer will notify the Responding Party in writing, of the complaint (see Appendix B), and provide the Responding Party with a copy thereof. The
timeliness of such notification shall be in accordance with the appropriate collective bargaining agreement, if applicable. The Responding Party shall have ten (10) days from receipt of notice to submit to the Affirmative Action Officer a written response to the complaint.

Where practicable, within thirty (30) days from the date the Respondent’s written response is received, or the date it was due if none was submitted, the Affirmative Action Officer shall conduct an investigation and prepare and issue a Report of Preliminary Findings to the parties. The investigation shall include, but is not limited to, an analysis of the allegations and defenses presented, consideration of all relevant documents, including materials presented by the parties, interviews of the parties and other individuals and/or witnesses, and/or reviewing certain documents or materials in the possession of either party that the Affirmative Action Officer has deemed relevant to the complaint. The Affirmative Action Officer’s report shall specify the investigation undertaken and summarize his/her preliminary findings. The report shall be delivered to the parties in hand or by certified mail. If the investigation is not completed within thirty (30) days, status updates shall be provided to the parties every thirty (30) days until its completion.

Thereafter, the parties will have ten (10) days from the date of their receipt of the Report of Preliminary Findings to submit Rebuttal Statements to the Affirmative Action Officer. The parties may present no new allegations at that time. Where practicable, within seven (7) days of receiving the parties’ Rebuttal Statements, the Affirmative Action Officer shall review the rebuttal Statements and prepare and submit a Report of Final Findings and Recommendations to the President’s Designee for consideration.

**Review and Decision by the President’s Designee**

Where practicable, within ten (10) days of receipt of the Affirmative Action Officer’s Report of Final Findings and Recommendations, the President’s Designee shall issue a written decision to the parties. The written decision shall accept, reject or modify the Affirmative Action Officer’s Final Findings and Recommendations. The Designee’s written decision shall be delivered in hand or by certified mail and shall include the Report of Final Findings and Recommendations. If the President is the Responding Party in an Affirmative Action Complaint, then the Chair of the College’s Board of Trustees shall designate a Board member(s) as Designee to administer Step 2 of the Complaint Process.

**Appeal to President**

A party who is not satisfied with the Designee’s written decision may file an appeal with the President within five (5) days of receiving the Designee’s decision. Where practicable, within five (5) days of receiving the appeal, the President shall issue a written decision accepting, rejecting or modifying the Designee’s decision. The President’s decision is final provided that any corrective action and/or discipline imposed is subject to applicable collective bargaining agreements.

If the President is the Responding Party in an Affirmative Action Complaint, then the Chair of the College’s Board of Trustees shall consider the appeal and issue the written decision.

The survivor 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 GCC Public Safety, the district courts, or the police department in the town where the incident occurred. Victims may also call the Rape Crisis Hot Line (1-888-249-0806) for counseling or administrative services.

**The Rights of the College**

Where clear 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. Authorized college personnel will make a determination of clear danger.
**Reporting Requirements**

Any member of the college community, whom the victim believes can address a complaint of sexual assault, is required to report the incident to the Department of Public Safety for statistical purposes. The name of the victim and alleged assailant are withheld, as well as incident details, unless the victim specifically authorizes the release of this information.

**Educational Programming**

Accurate information and discussion opportunities empower students around healthy choices and prevention techniques. Various individuals and campus offices have information on sexual assault awareness and prevention. The college hosts presentations throughout the academic year, including information about Title IX, Affirmative Action, and Equal Opportunity during New Student Orientation at the start of the fall and spring semesters. The college’s Counseling Office, Women’s Resource Center, and Student Development Office provide individualized information and support.

**Sex Offender Registry and Access to Related Information**

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 provided by a state concerning registered sex offenders may be obtained. It also requires registered sex offenders to provide notice to the state as to whether the person is a student, or works at an institution of higher education, identify each institution of higher education in that state at which the person is employed, carries on a vocation, or is a student, and must also alert the state of any change in enrollment or employment status. Here in Massachusetts, the Massachusetts Sex Offender Registry Board make this type of information available through their web site at https://www.mass.gov/information-about-sex-offenders. Please note that not all sex offenders are required to be included in this listing.

**Reportable Offense**

Under the Clery Act, hate crime, arrest, and disciplinary referral statistics are based on definitions provided by the Federal Bureau of Investigation (FBI) Uniform Crime Reporting (UCR) Program Including: the definitions for Murder, Rape, Robbery, Aggravated Assault, Burglary, Motor Vehicle Theft, Arson, Weapons Carrying, Possessing, etc. Law Violations, Drug Abuse Violations, and Liquor Law violations. The definitions of Fondling, Incest and Statutory Rape are from the FBI’s National Incident-Based Reporting System (NIBRS) Guidelines. Note: although, the law requires institutions to use the UCR program definitions, the Clery Act reporting of crimes does not have to meet all of the 52 other UCR Program standards. Reporting of Domestic Violence, Dating Violence, and Stalking, under the Clery Act requires the use of the definitions provided by the Violence Against Women Act of 1994 (VAWA) as further published in the Clery Act regulations.

**Clery Act Offenses Definitions**

*Murder and Non-negligent Manslaughter*: The willful (non-negligent) killing of one human being by another.
**Negligent Manslaughter**: The killing of another person through gross negligence.

**Sex Offenses**: Any sexual act directed against another person, without the 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, without consent of the victim. Rape also occurs when a person engages in sexual intercourse with a person by forcible compulsion or the threat of forcible compulsion that would prevent resistance by a person of reasonable resolution, or when a person is unconscious or where the person knows that the victim is unaware that the act is occurring. This definition includes any gender of victim or perpetrator.

- **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**: Non-forcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.

- **Statutory Rape**: Non-forcible sexual intercourse with a person who is under the statutory age of consent.

**Dating Violence**: Violence by a person who is or has been in a social relationship of a romantic or intimate nature with the victim; and where the existence of such a relationship shall be determined based on a consideration of the length and type of relationship; and the frequency of interaction between the persons involved in the relationship. Dating violence is currently not specifically defined by Massachusetts State statute.

**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 receiving grant monies (under VAWA), 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. Domestic Violence is currently not specifically defined by Massachusetts state statute, however family abuse is. Abuse is defined as the occurrence of one or more of the following acts between family or household members, sexual or intimate partners or persons who share biological parenthood:(1) Attempting to cause or intentionally, knowingly or recklessly causing bodily injury, serious bodily injury, rape, involuntary deviate sexual intercourse, sexual assault, statutory sexual assault, aggravated indecent assault, indecent assault or incest with or without a deadly weapon.(2) Placing another in reasonable fear of imminent serious bodily injury.(3) The infliction of false imprisonment pursuant to 18 Pa.C.S. §2903 (relating to false imprisonment).(4) Physically or sexually abusing minor children, including such terms as defined in Chapter 63 (relating to child protective services).(5) Knowingly engaging in a course of conduct or repeatedly committing acts toward another person, including following the person, without proper authority, under circumstances which place the person in reasonable fear of bodily injury. The definition of this paragraph applies only to proceedings commenced under this title and is inapplicable to any criminal prosecutions commenced under Title 18 (relating to crimes and offenses).
**Stalking**: Engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for his or her safety or the safety of others; or to suffer substantial emotional distress. A person commits the crime of stalking when the person either:

- engages in a course of conduct or repeatedly commits acts toward another person, including following the person without proper authority, under circumstances which demonstrate either an intent to place such other person in reasonable fear of bodily injury or to cause substantial emotional distress to such other person; or
- engages in a course of conduct or repeatedly communicates to another person under circumstances which demonstrate or communicate either an intent to place such other person in reasonable fear of bodily injury or to cause substantial emotional distress to such other person.

**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 a 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 that could and probably would result in serious personal injury if the crime were successfully completed.

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

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

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

**Intimidation**: To unlawfully place another person in reasonable fear of bodily harm through the use of threatening words and/or other conduct, but without displaying a weapon or subjecting the victim to actual physical attack.

**Simple Assault**: An unlawful physical attack by one person upon another where neither the offender displays a weapon, nor the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration, or loss of consciousness.

**Larceny/Theft**: The unlawful taking, carrying, leading, or riding away of property from the possession, or constructive possession, of another.

**Hate Crimes**: Any of the above offenses, and any other crime involving bodily injury, committed against a person or property which is motivated, in whole or in part, by the offender’s bias. Bias is a preformed negative opinion or attitude toward a group of persons based on their race, gender, gender identity, religion, disability, sexual orientation, ethnicity, national origin, or disability.

**Liquor Law Violations**: The violation of state or local laws/ordinances prohibiting the manufacture, sale, purchase, possession, transportation, or use of alcoholic beverages.
**Drug Law Violations:** Violations of state and local laws relating to the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs. The relevant substances include: opium or cocaine and their derivatives (morphine, heroin, codeine); marijuana; synthetic narcotics (Demerol, methadone); and dangerous non-narcotic drugs (barbiturates, Benzedrine).

**Weapon Law Violations:** The violation of laws or ordinances dealing with weapon offenses, regulatory in nature, such as: manufacture, sale, or possession of deadly weapons; carrying deadly weapons, concealed or openly; furnishing deadly weapons to minors; aliens possessing deadly weapons; and all attempts to commit any of the aforementioned acts.

**Location and Geographic Definitions**

**Campus Property:** Any building or property owned or controlled by an institution within the same reasonably contiguous geographic area and used by the institution in direct support of, or in a manner related to, the institution’s educational purposes, including residence halls.

**Non-campus Property:** Any building or property owned or controlled by a student organization that is officially recognized by the institution.

**Public Property:** All public property, including thoroughfares, streets, sidewalks and parking facilities, that is within the campus or immediately adjacent to and accessible from the campus.
Crime Statistic and Clery Geography
Main Campus- Crime Statistics
1 College Dr, Greenfield, MA

Criminal Offenses

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VAWA Offenses

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Hate Crimes
- 2019- No hate crimes reported
- 2018- 1 on campus vandalism of property characterized by gender
- 2017- No hate crimes reported

Unfounded Crimes:
- 2019- No unfounded crimes
- 2018- No unfounded crimes
- 2017- No unfounded crimes

Arrests

<table>
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Disciplinary Action

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Main Campus- Clery Geography
The Downtown Center- Crime Statistics
270 Main St, Greenfield, MA

**Criminal Offenses**

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<tr>
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**VAWA Offenses**

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**Hate Crimes**

- 2019- No hate crimes reported
- 2018- No hate crimes reported
- 2017- No hate crimes reported

**Unfounded Crimes:**

- 2019- No unfounded crimes
- 2018- No unfounded crimes
- 2017- No unfounded crimes

**Arrests**

<table>
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<tr>
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The Downtown Center- Clery Geography
Smith Vocational and Agricultural High School - Crime Statistics
80 Locust St, Northampton, MA

Criminal Offenses

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Hate Crimes
- 2019- No hate crimes reported
- 2018- No hate crimes reported
- 2017- No hate crimes reported

Unfounded Crimes:
- 2019- No unfounded crimes
- 2018- No unfounded crimes
- 2017- No unfounded crimes

Arrests

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Smith Vocational and Agricultural High School - Clery Geography
Franklin County Technical School- Crime Statistics
82 Industrial Blvd, Turners Falls, MA

Criminal Offenses

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VAWA Offenses

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Hate Crimes
- 2019- No hate crimes reported
- 2018- No hate crimes reported
- 2017- No hate crimes reported

Unfounded Crimes:
- 2019- No unfounded crimes
- 2018- No unfounded crimes
- 2017- No unfounded crimes

Arrests

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Franklin County Technical School- Clery Geography
Franklin County Sheriff’s Office - Crime Statistics
160 Elm St, Greenfield, MA 01301

Criminal Offenses

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Hate Crimes
- 2019- No hate crimes reported
- 2018- No hate crimes reported
- 2017- Not a Campus this year

Unfounded Crimes:
- 2019- No unfounded crimes
- 2018- No unfounded crimes
- 2017- Not a Campus this year

Arrests

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