

WMCC
Campus Safety 2009 Annual Security Report

This information is provided to meet the requirements of the Jeanne Clery Disclosure of Campus Safety Policy and Campus Crime Statistics Act of 1998.

Section 1: Campus Security Authority

1. The following have been identified as campus security authorities:

President's Office	752-1113, ext. 3004, Twitchell House
VP Academic Affairs	752-1113, ext. 3045, Room 130
VP Student Affairs	752-1113, ext. 3005, Twitchell House
Chief Financial Officer	752-1113, ext. 3053, Room 100
Maintenance Dept.	752-1113, ext. 3075, Room 112
Security Officer	752-1113, ext. 0, Room 130

2. The following describes the enforcement authority of the identified campus security authorities

Security Officer: WMCC employs one part-time security officer. The Security Officer conducts interior and exterior patrols of all buildings and is charged with the enforcement of federal, state and local laws as well as policies and regulations of WMCC. Although the campus safety officer does not have arrest powers, the department maintains a working relationship with the Berlin Police Department, the Sheriff's Department and the New Hampshire State Police. The Berlin Police Department provides us with crime statistics for the areas that border the campus, as well as for crimes that may have been reported directly to their department. There is a formal memorandum of understanding between WMCC and the Berlin Police Department.

Safety Committee: The Safety Committee is comprised of a cross-functional group of individuals from the college whose goal is the overall safety and well-being of the college community. Employees assigned to this committee focus on keeping the workplace safe, on reducing accidents, and offer suggestions for improvement. This committee creates a culture that embraces safety and a venue for all employees to bring concerns to the table for review and action.

Campus Security Authorities: Campus officials that have a significant responsibility for students and campus activities are considered to be Campus Security Authorities (CSA). The CSA's primary responsibility is to report allegations made in good faith to the reporting structure established by the institution. CSAs are not expected to investigate the crime to determine its validity, simply to document the information and provide it to campus safety for follow-up.

Section 2: Description of Informational/Safety Programs

- 1) **Emergency Call Boxes:** WMCC has yellow Emergency Call Boxes located on the first and second floors of the main campus building. In the event of an emergency simply push the talk button to activate. The call box automatically connects to a dispatcher at the Berlin Police Department. State your emergency and location.

- 2) WMCC has recently installed a sound system that, in an emergency, can reach classrooms, hallways and cafeteria areas in the event of an emergency. A system check is done every morning at 6:00 a.m. to ensure that the system is operating efficiently.
- 3) A new telephone system will be installed soon, and no later than January 2010, to address college wide paging to notify all classrooms, labs, offices, etc. of an emergency that is taking place.
- 4) The Community College System of New Hampshire has recently entered into a contract with Connect-Ed for all of the colleges in our system, including WMCC. This system will provide up-to-date information on any and all ALERTS that are taking place at the campus.
- 5) WMCC has also provided our security personnel, library, childcare center and maintenance with two-way radios. Each day a radio check is coordinated to reach our buildings on the west side of route 16 to be sure that these are in working order.

Alarm Systems: WMCC has an active alarm system. This system will monitor for fire 24 hours a day, seven days a week. There are also pull fire alarm boxes throughout the buildings. When a fire alarm is activated, the alarm gives off an audible and strobe warning signals. The Berlin Fire Department is notified through a Master Alarm Box and responds to all alarms. In the event the college loses power, an emergency back-up lighting system is activated. A security system is engaged when the college is closed. The system is monitored by a private company. If a security alarm is activated, the company immediately notifies the Berlin Police Department as well as the college's security personnel. The Berlin Police Department will also follow-up with college security personnel to ensure the alarm has been addressed.

Campus Safety Website: WMCC maintains a website at <http://www.wmcc.edu/services/campus-safety.html>. The site provides crime statistics, crime prevention information, and emergency procedures, including lockdowns. This site also contains access to the list of registered sexual offenders for the State of New Hampshire. Special alerts and timely notifications are also posted to this site.

New Student Orientations: Student Services personnel provide information on safety awareness at all new student orientation sessions.

Crime Prevention: Preventative information is conveyed through postings on bulletin boards in the Student Center.

NH Violence Against Women Campus Consortium: WMCC is an active participant in this consortium whose mission is to provide a forum where post-secondary institutions in New Hampshire can discuss, develop and implement strategies to end violence against women on their respective campuses.

NAMI NH: WMCC continues to collaborate with NAMI in the area of training and resource information related to suicide warning signs and suicide prevention.

Section 3: How to Report Crimes

Dial 0 from any campus phone to report an emergency

Dial 0 from any campus phone to report a non emergency

Dial 911 to connect to off-campus emergency services
Push the button on any yellow Emergency Call Box
Go to any office and ask them to contact campus security or administration
Use the elevator phone, which connects directly to the Berlin Police Department
Access the Campus Safety website and fill out the incident report form

WMCC encourages prompt and accurate reporting of all criminal matters.

If you are a victim of a crime and do not want to pursue action within the College or criminal justice system, you should still consider filing a confidential report. With your permission, the Vice President of Student Affairs or a designee can file a report on the details of the incident without revealing your identity. The purpose of the confidential report is to comply with your wishes to keep the matter confidential, while taking steps to ensure the future safety of yourself and others. With such information the College can keep an accurate record of the number of incidents involving students, determine where there is a pattern of crime with regard to a particular location, method or assailant and alert the campus community to potential danger. Reports filed in this manner are counted and disclosed in the annual crime statistics for the College. These anonymous reports can be filed in the Office of the VP of Student Affairs or by completing the online form at:

www.wmcc.edu/services/incidentreport-form.html .

Section 4: How to Prevent Crimes

Members of the college community must assume responsibility for their own personal safety and the security of their personal belongings by taking simple, common sense precautions. Student may feel more comfortable using the “buddy system” to walk to the parking lot. Vehicles should always be locked and valuables stored out of sight. Any suspicious individuals or activity should be reported to the security officer or administration immediately.

Potential or actual criminal activity and other emergencies can be reported directly by any student, faculty, or staff member to the security officer or administration. The College encourages reporting directly to the local off-campus authorities in situations where the need is obvious, such as a theft you see taking place or a situation requiring immediate medical attention, etc. Notification of College personnel should take place after the emergency services have been notified and are on their way to the campus.

WMCC expects students to be mature, honest and responsible members of the College community. Any behavior which infringes upon the rights, safety, property and privileges of another person or which impedes the educational process is unacceptable. In addition, any behavior or activity that violates local, state or federal law is unacceptable. For further information refer to the Student Code of Conduct located in the Student Handbook.

Any violation of these rules or local, state and federal laws on campus should be reported to the security officer or administration. Violations of the law will be reported to the appropriate local, state or federal authorities.

Disciplinary issues are the responsibility of the Student Affairs office and in some instances, may involve the Judicial Committee of the College. . The Vice President of Student Affairs or his/her designee may

take administrative disciplinary action when necessary to ensure the safety of students, faculty and staff and to ensure the continuation of the educational process.

Section 5: Sexual Assault Policy

It is the policy of the Community College System of NH that all individuals associated with the System should be able to work and study in an environment that is free of discrimination and sexual assault/harassment.

Because of the criminal nature of these activities, WMCC will refer reports of such activities to the civil authorities where and when appropriate. Where such activities are in violation of the WMCC Student Code of Conduct, these cases may be referred to the Judicial Committee and/or college administration for adjudication.

The most prevalent form of rape on college campuses across the U.S. is acquaintance rape. The acquaintance may be a date or boyfriend/girlfriend of the victim, or someone the victim knows only casually from his/her class, or through mutual friends.

Regardless of the relationship between them, if one person uses force to coerce another into submitting to sexual intercourse, the act is defined as rape. The same criminal laws and penalties apply in cases of acquaintance rape as in the cases of stranger rapes.

Whenever a staff member comes in contact with an individual voicing a complaint of rape or sexual assault, the following steps should be taken:

Provide support for the victim. The guidelines that follow are for providing emotional support to a rape/sexual assault victim:

- Support and listen carefully to the victim.
- Realize that the wide variety of behaviors displayed is not necessarily indicative of how the victim is dealing with the assault.
- Avoid making decisions and doing “for” them.
- Place no blame for the assault.
- Avoid pressuring the student into pursuing any of the options presented to them.
- Offer to assist them in gaining access to the resources they need.
- Contact the Campus Security Officer or a college administrator. Appropriate authorities will then be contacted.

If the student is reluctant to notify the police and does not want medical assistance, encourage the student to contact the New Hampshire Rape and Domestic Violence Center at 1-800-277-5570.

The Security Officer and/or the VP of Student Affairs must be notified in all cases of rape or sexual assault, whether the individual wishes to press charges or not.

Section 6: Alcohol and Drug Policy

It is the policy of WMCC to maintain an alcohol-free campus. All college-sponsored events on and off-campus will be alcohol free to maximize the safety of all. A waiver may be granted by the College

President if and when all other arrangements are consistent with existing statutes and Board of Trustees Regulations.

The possession and/or consumption of alcohol and other drugs (except as prescribed by a doctor) on campus is prohibited. Any degree of intoxication will not be tolerated. Violation of these rules will result in referral to the VP of Student Affairs or designee and/or judicial hearing. Suspension or dismissals are possible penalties for violation of this policy. The College Counselor will provide assistance to anyone seeking advice on a substance abuse or chemical dependency situation.

The use, possession or distribution of unprescribed drugs and narcotics, including marijuana, by students is not allowed on campus and will result in suspension or dismissal from the college. Any college student trafficking in drugs shall be subject to civil action. The policy of the college will be to cooperate fully with law enforcement officials in the proper exercise of their duty. This policy is based on Federal and State of New Hampshire laws pertaining to the use of drugs.

The physical and mental dangers associated with the use and abuse of drugs and alcohol are numerous. Heavy drinking over a period of time can cause physiological damage, physical problems, and serious nervous or mental disorders. Addiction to drugs or alcohol not only impacts upon the abuser, it places profound stress upon family members, relationships, and friendships. The College is concerned about abusers using tools and equipment, which can be harmful to the individuals as well as to others nearby. Once again, the use of alcohol and/or drugs is strictly forbidden on campus.

The College realizes that circumstances place individuals into situations that may lead to dependence upon drugs and/or alcohol. Recognizing its responsibility to be concerned with the total well being of its students, WMCC provides referral service to those in need of counseling or medical support. Individuals are urged to seek assistance from a counselor and to secure the proper treatment they may need. Below are resources for alcohol and drug abuse counseling.

Alcoholics Anonymous 1-800-593-3330

Founders Hall, 3 Twelfth Street, Berlin, NH 752-7404
(offers outpatient counseling for alcohol and drug abuse)

Tri-County CAP/Alcohol Services (Drug and Alcohol Abuse Prevention and Treatment)
Berlin 752-7941
Bethlehem 869-2210
Woodsville 747-2535

Addiction Treatment Solutions, 2617 White Mountain Hwy, No. Conway, NH 356-0020
Six week intensive outpatient program for treatment of all types of substance abuse

Section 7: Timely Warnings

Campus Alert: The Campus Safety Alert is provided to give students, faculty and staff timely notification of crimes that may present a threat to the campus community and to heighten safety awareness. In general, criminal suspects are unknown to the victims. However, in the instance of a violent crime occurring between two individuals who know each other, Campus Security and the

College Administration will look at each incident to determine if the suspect poses a continued threat to the campus community and will issue a warning when necessary. The Alert also seeks information that may lead to the arrest and conviction of the offender when violent crimes against persons or major crimes against property have been reported.

The College Administration is responsible for issuing a Campus Safety Alert when a crime is reported to or brought to the attention of that office, and the crime represents a threat to the safety of members of the campus community. Information for alerts also comes from other offices on campus and local law enforcement agencies. Every attempt will be made to distribute the Alert within 3 hours of the time the incident is reported; however, the release is subject to the availability of accurate facts concerning the incident. Alerts will be posted and displayed in prominent areas of the buildings. Alerts are also distributed through the campus e-mail network, the Campus Safety Website and through local media outlets when appropriate.

Alerts will be posted and displayed in prominent areas of the buildings. Alerts are also distributed through the campus e-mail network; Emergency messages scrolled across the college website; the public address system and/or telephone paging; and Connect-ED, via text messages, voice messages and e-mails.

Messages will be sent to the college community using the methods stated above, unless it is determined by campus security, the NH State Police, Berlin Police Department or Berlin Fire Department, that issuing the notification will compromise the efforts to mitigate the emergency.

Section 8: Sex Offender Registry

Information on Registered Sex Offenders for the State of New Hampshire and Megan’s Law can be found from the link that is on the Campus Safety Website at:

<http://www.wmcc.edu/services/campus-safety.html>

Section 9: Campus Crime Statistics

Category	2008	2007	2006
Murder, Non Negligent and Negligent Manslaughter	0	0	0
Forcible Sex Offenses	0	0	0
Non Forcible Sex Offense	0	0	0
Robbery	0	0	0
Aggravated Assault	2	0	0
Burglary	0	0	0
Motor Vehicle Theft	0	0	0
Arson	0	0	0
Hate Crimes*	0	0	0
Liquor Law Violations	0	0	0
Drug Abuse Violations	0	0	0
Weapons Possession	0	0	0

*Crimes in which victims are selected because of actual or perceived race, gender, religion, sexual orientation, ethnicity or disability.

A paper copy of the annual crime statistics report was sent to the Department of Education and can be obtained in the office of VP of Student Affairs.

Recent amendments to the Campus Security Act require colleges and universities to annually compile and publish crime statistics for their campuses and certain off campus locations. It also requires that "campus security authorities" report crime statistics for inclusion in the college's Annual Security Report. "Campus security authority" has been defined by the United States Department of Education as "an official of the institution that has significant responsibility for student and campus activity, and any individual or organization specified in the statement of campus security policy as one to which students and employees should report criminal offenses". This includes advisors to student organizations, members of campus safety, and offices within Student and Academic Affairs, with the exception of health and counseling services.

Because of the law's complex reporting requirements, the most reasonable and effective way to manage the reporting is as follows. As per our normal process, you should continue to immediately report any crime or violation of the WMCC Code of Conduct to the campus Security Office or the VP of Student Affairs.

If you become aware of any crime listed below, or if any person reveals to you that he/she learned of or were the victim of, perpetrator of, or witness to any crime listed below, and this crime has not been reported to anyone else, report the crime using the Campus Safety Incident Report Form www.wmcc.edu/services/incidentreport-form.html and contact the Security Officer or VP Student Affairs immediately.

The following lists of crimes (and their definitions) are those which are required to be reported to the United States Department of Education (crime definitions from the Uniform Crime Reporting Handbook).

Hate Crimes Involving Bodily Injury: a hate crime is any crime manifesting evidence that the victim was selected because of the victim's actual or perceived race, religion, sexual orientation, gender, ethnicity/national origin, or disability.

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

Negligent Manslaughter: the killing of another person through gross negligence.

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

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

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

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

Motor Vehicle Theft: The theft or attempted theft of a motor vehicle. (Classified as motor vehicle theft all cases where automobiles are taken by persons not having lawful access, even though the vehicles are later abandoned -including joy riding).

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

Weapons 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; all attempts to commit any of the aforementioned.

Drug Abuse 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's); and dangerous non-narcotic drugs (barbiturates, Benzedrine).

Liquor Law Violations: The violation of laws or ordinance prohibiting: the manufacture, sale, transporting, furnishing, possessing of intoxicating liquor; maintaining unlawful drinking places; bootlegging; operating a still; furnishing liquor to minor or intemperate person; using a vehicle for illegal transportation of liquor; drinking on a train or public conveyance; all attempts to commit any of the aforementioned. (Drunkness and driving under the influence are not included in this definition.)

Sex Offenses Definitions from the National Incident-Based Reporting System Edition of the Uniform Crime Reporting Program

Sex Offenses - Forcible: Any sexual act directed against another person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent.

Forcible Rape: The carnal knowledge of a person, forcibly and/or against the person's will; or not forcibly or against the person's will where the victim is incapable of giving consent because of his/her temporary or permanent mental or physical incapacity (or because of his/her youth).

Forcible Sodomy: Oral or anal sexual intercourse with another person, forcibly and/or against that person's will; or not forcibly against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.

Sexual Assault With An Object: The use of an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.

Forcible Fondling: The touching of the private body parts of another person for the purpose of sexual gratification, forcibly and/or against that person's will; or, not forcibly or against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental incapacity.

Sex Offenses-Non-forcible: Unlawful, non-forcible sexual intercourse.

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. Age of consent in NH: (under the age of 16, unless that person is the other person's legal spouse -NH RSA 632-A:3). Relationships which constitute incest (ancestor, descendant, brother or sister, of the whole or half blood, or an uncle, aunt, nephew or niece; The relationships referred to herein include blood relationships without regard to legitimacy, stepchildren, and relationships of parent and child by adoption NH RSA 639-A:2.).

Section 10: Availability of Annual Security Report

The Annual Security Report is available October 1 of each year. This report includes statistics for the previous three years concerning reported crimes that occurred on-campus, in certain off-campus buildings or property owned or controlled by WMCC and on public property within, or immediately adjacent to and accessible from, the campus. The report also includes College policies concerning campus security, such as policies concerning sexual assault and other matters. You can obtain a copy of this report by contacting WMCC's office of VP of Student Affairs or by accessing the following website: <http://www.wmcc.edu/services/campus-safety.html>