



ANNUAL SECURITY REPORT FOR CALENDAR YEAR 2016



Prepared September 2016
The Community College of Baltimore County
Department of Public Safety

THE CCBC DEPARTMENT OF PUBLIC SAFETY (DPS)

Working Together for a Safe Learning Environment

As partners in campus safety and security, students, faculty, staff and visitors have shared responsibilities with the CCBC Department of Public Safety. While CCBC works continually to ensure a safe learning environment, no college campus is a haven from crime. It's important that all members of the campus community be security-conscious and report all crimes, emergencies and suspicious persons and conditions to the Department of Public Safety at:

CCBC Public Safety - General number for all campuses: 443-840-1111

CCBC Catonsville (HQ) College Services Center 2 nd floor	CCBC Dundalk College Community Center 1 st floor	CCBC Essex Student Services Center 1 st floor
--	--	---

Each member of the college community, including students, parents, faculty, employees and visitors, has the responsibility to work proactively for her own protection. Community members should:

1. Maintain awareness of their surroundings at all times
2. Ensure their personal security by not walking and talking on a cell phone, or walking unescorted in dark or distant locations
3. Using the Public Safety escort service when walking to and from distant parking areas
4. Practice the tenets of Bystander Intervention: notifying Public Safety of pending or imminent conflict, and using verbal intervention techniques to de-escalate or disrupt the conflict
5. Add the Public Safety Dispatch number to individual cell phones (**443-840-1111**), as well as **911** (both numbers should be filed under Favorites in a mobile phone)

Overview

The Department of Public Safety works to create and maintain a secure campus climate and to protect personal and College assets. All public safety information required by the Clery Disclosure of Campus Security and Campus Crime Statistics Act, including the tabulation of specific crime data required by the Clery Act, is collected annually (sorted by campus and extension center) by the DPS and may be found on the Public Safety website at <http://www.ccbcmd.edu/Campus-Life-and-Activities/Public-Safety/Crime-Awareness-and-Safety-Tips.aspx>. This information is collected from incident reports generated by the CCBC Department of Public Safety, CCBC Office of Human Resources, Baltimore County Police Department and the CCBC Office of Student Conduct.

The College uses space in Baltimore County public schools for off-campus instruction, and tracks incidents (if any) that are reported to Public Safety. No incidents were reported in calendar year 2015.

The College does not operate any off-campus housing or manage off-campus organizations that require the involvement or oversight of the DPS. As a result, the College report of crime activity does not include any crime information that occurs off campus, unless the crime occurs on property immediately adjacent to a College campus or extension center, occurs on a public school campus used by CCBC, or public property used by students on a regular basis (such as an adjacent sidewalk). During business hours, the College is open to students, parents, employees, contractors, guests and invitees. The College is closed to the public from 11:30 PM to 5:30 AM. Classrooms are generally locked during off-hours, but may be opened by faculty and staff via issued keys, or through a phone call to DPS at 443-840-1111. Employees do not have exterior door keys that allow access to buildings outside business hours.

Public Safety Services

The Department of Public Safety also provides security services at extension centers owned or controlled by the college. A contracted security service provides security services during business hours at the extension centers. An administrative staff of full-time employees assists the Department of Public Safety by providing administrative, clerical and records-keeping work. The DPS operates a centralized Dispatch Center that includes a single number for all calls for service 443-840-1111 or internally at extension 1111. When Public Safety officers respond to any report of a crime, such as an assault, theft or break-in, they have been trained and directed to provide crime prevention information that will assist in preventing similar offenses in the future. DPS officers routinely inspect campus facilities as part of their patrol duties and report defects to Plant Operations via School Dude, the maintenance reporting system of Plant Operations.

Among the many services provided by the Department of Public Safety are:

- 24-hour-a-day staff coverage
- Rapid response to medical emergencies
- Assistance with minor vehicle problems and collisions
- Enforcement of criminal laws, campus parking regulations, and tobacco violations
- Lost and found services
- Campus patrol by vehicle, bicycle, Segway or foot
- Investigation of all crimes and incidents, including sexual assault, harassment, dating violence and stalking behaviors
- Personal escorts on campus (by calling 443-840-1111)

Campus Police Authority and Jurisdiction

The Department of Public Safety is staffed by full and part-time uniformed Public Safety Officers 24 hours a day. Each full-time Public Safety officer is commissioned by the State of Maryland as a Special Police Officer and has full police powers (including powers of arrest) through the statutory and common law of Maryland. The officers patrol CCBC campuses in marked patrol vehicles, on bicycles, Segways and on foot. Officers investigate and report all crimes and incidents that come to their attention, including incidents reported by Campus Security Authorities as required under Title IX, The Violence Against Women Act (VAWA), and the Clery Act. CCBC's Department of Public Safety staff also work closely with the Baltimore County Police Department and will ask for its assistance when needed or when requested by a victim of a crime. The DPS and Baltimore County Police Department work cooperatively under a Memorandum of Understanding that specifies roles and responsibilities for both agencies.

All crimes or incidents should be reported to Public Safety by calling *443-840-1111* 24-hours a day, or by calling the Baltimore County Police at *911*. CCBC Public Safety officers are required to record and report any crime information reported to them. When the victim chooses not to make an official report, the responding Public Safety officer will record any information provided, and will not publish any identifying victim information. When a victim cannot make a report, Public Safety officers will locate resources that will assist them in collecting all relevant information and will make the report on behalf of the victim.

Campus Security Authorities

CCBC has defined Campus Security Authorities (CSA) as all college employees, full or part-time, paid or volunteer, who have significant responsibility for students and campus activities. Although this definition is broader than required by law, it is CCBC's belief that *any* responsible employee has the responsibility to refer a crime or violation reported to the employee to the Department of Public Safety, or to the Title IX Coordinator (*443-840-2827*). There are some exceptions, including professional counselors acting in their professional roles, as well as cafeteria workers and others who have minimal contact with students and employees. A CSA report does not need to automatically result in the initiation of a police or disciplinary investigation if the victim does not want to pursue this action.

A CSA should:

- Explain how to get help (by promptly calling Public Safety at *443-840-1111* or *911*)
- Advise the victim that help is available even if a report or investigation is not requested
- Call for police or medical assistance even if the investigation is not requested, or if there is a question about Clery Act reporting requirements
- Gather sufficient information to assist campus police in addressing and categorizing the crime
- Explain to the victim that personally identifying information should be recorded in the report to avoid duplication and for statistical purposes, but it can be submitted without identifying the victim

Emergency Notification and Timely Warnings (Campus Alerts)

CCBC provides timely warnings to the college community regarding offenses or incidents that are reported to and confirmed by campus Public Safety officers, college security authorities or local police, and which may represent a threat to students and employees. This process is designed to protect the confidentiality of reporting persons and victims, and to aid in the prevention of other crimes. Circumstances that may require the issuance of a timely warning constitute an immediate threat, and may include weather emergencies, violent incidents, fires, explosions and critical incidents that may directly affect the safety of students and staff on campus.

CCBC will issue a timely warning for all Clery Act crimes that:

- are reported to campus security authorities or local police agencies and
- are considered by CCBC to represent a serious or continuing threat to students and employees

The Department of Public Safety is responsible for the issuance of timely warnings at its discretion, based on an assessment of the direct threat to the college community. Supervisors and managers of the DPS (the shift commander and/or the campus Assistant Director), through its Dispatch Center and campus-based management of the reported emergency, collect information critical to the evaluation of the event and risk to the college community, and broadcast the warning without delay if it is determined to be in the best interest of persons on campus. DPS managers consider the nature of the threat; location and identification of any involved persons (suspects or offenders); evacuation scenarios and developing circumstances. Since CCBC students and faculty travel among campuses on a routine basis, DPS usually broadcasts warnings college-wide, identifying the campus with the dangerous situation in the narrative of the message. If the incident affects the larger community, the campus-based Assistant Director of DPS coordinates with the Precinct Commander, Baltimore County Police, to ensure that action taken by the college or the local police do not negatively affect the other entity.

CCBC will, without delay, and taking into account the safety of the community, determine the content of the notification and initiate the notification system, unless issuing a notification will, in the professional judgment of responsible authorities, compromise efforts to assist a victim or to contain, respond to or otherwise mitigate the emergency.

As soon as CCBC has confirmed that a significant emergency or dangerous situation exists, it will:

- take into account the safety of the campus community
- the nature of the crime
- the continuing danger to the campus community
- the possible risks of compromising law enforcement efforts
- determine what information to release about the situation, and
- begin the notification process, to include the incident type and suggested actions

The only reason that CCBC would not immediately issue a notification for a confirmed emergency or dangerous situation would be if doing so would compromise efforts to:

- assist a victim
- contain the emergency
- respond to an emergency, or
- otherwise mitigate the emergency

CCBC's College Communications uses electronic media and resources to assist in the warning process as requested by Public Safety. The warnings that are broadcast describe the nature of the emergency, recommended mitigation actions (such as evacuation or sheltering-in-place), and preventive actions (such as campus closings). The Department of Public Safety uses *Campus Alert*, an electronic messaging service that broadcasts messages via email, voice mail, social web sites and text messaging. Students, faculty and staff are automatically enrolled in Campus Alert, and may opt-out by going to: <http://www.ccbcmd.edu/campusalert>

Non-college individuals (parents, significant others, contractors, public safety officials and others) may opt-in to the alert service by going to the same web site and registering for the free service.

The College also uses a siren and P.A. system on each campus to alert students and employees of critical incidents that are threatening or in-progress, as well as the 'Blaser' computer-based warning system that sends alert information to every campus-based computer. Though other offices of the College may broadcast a warning or notification through other means, all official safety warnings are scripted and authorized by the shift commander, Director or Assistant Director of the DPS. Under federal law, the DPS may choose NOT to broadcast a warning if the notification may compromise efforts to contain the emergency.

- a) When an emergency is reported or identified on any campus or at an extension center that affects the safety of the college community, the Department of Public Safety gathers all known and relevant information, and assesses the need to alert the college community of the risk and advisable actions (such as evacuation, sheltering-in-place or lockdown). See the Campus Alert information above for more information. In the case of an Active Threat, such as an active shooter, the community may be advised to "*Take run, hide, fight action*". This recommendation allows for community members to decide which action is appropriate, and allows message recipients to choose the action that best fits the situation, and to change the response as the condition changes.
- b) During an emergency, the Department evaluates the risk to each campus, including those students and employees who may be in transit from one campus to the other. In most cases, an alert will be broadcast to all students and staff in case they are visiting campuses not normally their home campus.

- c) Each notification (alert) contains information relating to the nature of the event, and
 - 1. Recommended action, and/or
 - 2. College closure information. Students and staff may be told to evacuate, shelter-in-place, lockdown or remain away from the college campus.

- d) A follow-up notification may be made with additional information, or to cancel the alert.

On a bi-weekly basis, each campus Public Safety Office conducts a test of the electronic alerting systems listed above, as well as the campus emergency phones, office alarms and classroom alarms. These tests are unannounced and performed on an on-going basis. Over the period of a calendar year, the college conducts one or more crisis exercises to evaluate the preparedness of the campus-based crisis teams and the college alert network. The involved campus is notified via campus-list email of the drill and of the availability of the college crisis management plan on the college web site.

In calendar year 2015, the Department of Public Safety conducted an emergency notification drill on each of the three main campuses, as well as the Owings Mills Center, testing each and every component of the emergency communications network. The following alerting mechanisms were tested during the drill: Campus Alert; Blaser Alert (PC's); College Communications news outlets (Twitter and Facebook); and Whelen Siren System. Dates and times of the exercises are available by contacting Public Safety at 443-840-4249.

Crisis Response and Management

The Emergency Response Manual is available at http://www.ccbcmd.edu/~media/CCBC/campus-life-and-activities/Public%20Safety/PDFs/Crisis_Plan.ashx. All students and employees are encouraged to read and print the manual, and to refer to it during high-risk times, such as storms and weather emergencies. The manual includes information relating to specific responses to all known hazards that might involve the College, as well as information regarding the alert process, sheltering-in-place or evacuation, basic first aid and incident command.

The Director of the Department of Public Safety is responsible for the creation and maintenance of the Emergency Response Manual. CCBC's Emergency Response Manual has been designed with the cooperation of emergency response personnel who have been trained to respond to a variety of emergency situations. All students, faculty, staff, and administrators are encouraged to familiarize themselves with the manual's helpful safety guidelines, procedures, and tips.

CCBC is committed to the composition and training of campus-based Crisis Management Teams. Throughout the academic year, each campus-based crisis management team meets regularly to discuss roles and responsibilities during a crisis, and to conduct tabletop exercises that test the preparedness of the team and its members. The teams are trained in National Incident Management System strategies, including Incident Command. The teams are engaged in the process of evaluating hazards and risks on each campus, and taking proactive steps to mitigate those risks. Each year, one or more of the campus-based Crisis Management Teams

participates in an exercise with the Baltimore County Police and Fire Departments, and the critique of the exercise is shared with senior staff and the other campus teams. During a crisis, the campus-based Crisis Management Team will be called to action, and will respond to the crisis with the expressed goal of minimizing risk to students, staff and visitors, as well as protecting college property. Other persons on college property may be directed, via the college alerting system, to evacuate, shelter-in-place or take other action.

CCBC, through its Department of Public Safety, tests the emergency response and evacuation procedures annually including tests that are announced, as well as unannounced. In April, 2015, DPS conducted an emergency warning drill on each of the main campuses and extension centers, using the Whelen Siren System, Campus Alert and Blaser computer alerting systems. Included in the drills were complete building evacuations, during which all occupants were evacuated while Public Safety officers and Dispatch employees verified the effectiveness of the alerting systems. After the exercises, DPS managers met to critique the results and recommend changes to the notification and evacuation processes. In addition, the Whelen Siren System and Blaser Alert System is tested quarterly (announced), while the Campus Alert system is tested through weather messaging during the winter months (unannounced).

College crime awareness and prevention programs

The college has determined that its on-line awareness and prevention programs are culturally relevant and inclusive, and address the needs of a diverse population. CCBC's awareness programs are designed to make all students and staff, as well as prospective students and staff, aware of the risks faced by members of the college community, and some of the steps that may be taken to reduce those risks. College students and employees are reminded that crime prevention, and their own personal safety, starts with each individual. Actions to prevent crime, such as walking with a friend; securing and locking personal property; avoiding "walking while texting" and similar activities to increase situational awareness will help to ensure individual safety. All crime prevention efforts are designed to reduce the risk that any single person will become a victim.

*** "Not Anymore", the primary on-line sexual assault awareness and prevention program for students, faculty and staff is available at:**

<http://www.ccbcmd.edu/About-CCBC/Administrative-Offices/Enrollment-and-Student-Services/College-Life/Office-of-Student-Conduct/Not-Anymore.aspx>

"Not Anymore" is a video training program customized for CCBC, and constitutes CCBC's primary sexual assault prevention and awareness program. The program is scenario and incident-based, providing information that discusses prevention, awareness, bystander intervention and risk reduction. 'Bystander intervention' consists of safe practices that might be employed by a fellow student or college visitor to de-escalate or diffuse a hazardous situation. For example, the passer-by might intrude into the conflict and ask for directions, or ask the victimized party if she needs help. The passer-by might also call public safety for assistance, and stand by until help arrives. The college believes that awareness of risk, in

association with the application of accepted crime prevention principles, leads to a safe teaching and learning environment for all constituents.

The college Title IX office ensures that signs advertising Title IX violation definitions, reporting processes, contact information and related topics are placed in key locations including cafeterias and restrooms, to ensure that prevention and reporting information is available to everyone. The Title IX office also engages in electronic information-distribution to students and employees throughout the calendar year.

Other efforts that add to the safe environment at CCBC include:

- Rape, Aggression, Defense system training (*RAD*) - Awareness, prevention and risk avoidance with hands-on defensive training. The courses are available on each of the main campuses each school year, by request. Course announcements are provided through the Campus Directors.
- Bike patrol program staffed by certified Public Safety Officers
- Information regarding crime prevention, active shooter and personal safety sessions is distributed at New Student Orientations each school year, New Employee Orientations, back-to-school department meetings and student government Town Hall Meetings
- Discussion/interaction with students and staff in campus forums and town hall meetings
- Upon invitation, campus-based Community Service Officers conduct personal safety sessions in ACDV classes for incoming freshmen
- Emergency call box system in parking lots, buildings, elevators and other campus areas

Reporting a crime or emergency

All crimes or emergencies should be reported directly to the Department of Public Safety by calling (443) 840-1111. Life-threatening occurrences, such as a heart attack, stroke, aggravated assault or other serious event may also be reported to the Baltimore County Police or Fire Department by calling **911**. Students and others may also report crimes at any of the campus DPS offices, or by contacting an on-duty Public Safety officer through the Dispatch Center or in-person. The Department of Public Safety has conducted on-going campaigns on each campus to publicize its contact number, by placing blue and white stickers on every door and landline phone on college property.

Crimes may also be reported to any CCBC employee, coach, mentor, or faculty member, considered by the College to be Campus Security Authorities (CSA's). Each CSA will assist the victim by calling the County Police or DPS, if requested by the victim, and will assist the victim as needed or requested. Other services and rights are elaborated in the Sexual Assault portion of this document.

Victims or witnesses may report a crime on a voluntary, confidential basis for inclusion in the Annual Security Report by going to <http://www.cbcmd.edu/Campus-Life-and-Activities/Public-Safety/Silent-Witness-Program.aspx> and clicking on the **Silent Witness** link. Generally, the identities of persons making confidential reports will not be disclosed without the permission of

the reporting person, unless the person informs a counselor of the offense, and the counselor informs the person that a report to campus or local law enforcement is required.

The Department of Public Safety will investigate and document all crimes in accordance with College policy and the Memorandum of Understanding with the Baltimore County Police Department.

It is important to report an incident immediately. Any victim of a crime including, but not limited to, sexual assault, dating violence, domestic violence, sexual harassment or stalking should report the incident to any of the following:

1. Department of Public Safety:

CCBC Public Safety Emergency Line – **443-840-1111** (connects to all campuses) and/or:

2. Baltimore County Police Department and EMS: 911

3. Campus Security Authorities: Any employee of the college, particularly employees in the Office of Student Conduct or College Life, or the Director of any campus, extension center or contracted security guard, or any employee who has direct supervision of students, including coaches, advisors or mentors.

The college prohibits the crimes of dating violence, domestic violence, sexual assault and stalking. See the definitions on pages 13 and 14 (Code of Conduct violations) for more information.

A student has the right to report a sexual offense to the Baltimore County Police Department, the CCBC Department of Public Safety or a campus security authority (below) and to expect a thorough, complete investigation. If the report is made to a college official, and meets the requirements of the Memorandum of Understanding with the Baltimore County Police Department, the BCPD will be contacted by the CCBC Department of Public Safety on behalf of the reporting person to ensure that the report is properly transferred and investigated. In addition to the investigation, this process ensures that timely warnings are made and that the incident is disclosed in the Annual Security Report.

On occasion, the victim of an alleged crime may not have the opportunity to report the crime to the Department of Public Safety, or may choose not to do so. The victim may choose to report the crime to one of the college campus security authorities (CSA's), identified as all college employees, particularly those employees who have a significant responsibility for student and campus activities. At CCBC, those persons include faculty members, staff members of the Office of Student Conduct or College Life, the Director of any campus or extension center, a contracted security guard at any college facility, or a coach/mentor/advisor. The CSA's have been advised of their individual responsibility to forward the crime report to the Department of Public Safety or the Baltimore County Police. Once the CSA's forward the relevant information

to Public Safety or Baltimore County Police, a case number is assigned and the officer documents the allegation in an Incident Report and conducts an investigation.

The Office of Student Conduct forwards all crime reports to the appropriate campus Public Safety Office, and affirms the report to Public Safety in the bi-weekly Behavioral Intervention Team (*BIT*) meeting. Contracted security guards, stationed at each of the extension centers, report all crimes to Public Safety via direct contact with the Public Safety Dispatch Center. Certified Public Safety Officers have full law enforcement authority granted by the Governor, and will aggressively investigate and prosecute offenders in concert with the Baltimore County Police and State's Attorney's Office.

The college has also entered into a Memorandum of Understanding with the Baltimore County Police Department that delineates those criminal and emergency cases that are to be handled by CCBC Public Safety, and those cases to be handled by the Baltimore County Police Department. Each campus Assistant Director also maintains a personal relationship with the appropriate Police Precinct Commander, and receives immediate information regarding situations reported to the Department of Public Safety that may warrant an emergency response.

CCBC's Sexual Assault Policy

The college prohibits the crimes of dating violence, domestic violence, sexual assault and stalking. See the definitions on page 9 (Code of Conduct violations) for more information. When a student or employee reports to the college that the student or employee has been a victim of dating violence, domestic violence, sexual assault or stalking, whether the incident occurred on campus or off campus, the college will provide the student or employee a written explanation of the student's or employee's rights and options.

Procedural Protection for Students

Students accused of disciplinary violations are entitled to the following procedural protections:

- a. To be informed by the Office of Student Conduct of the charges against them, and the identity of the complainant.
- b. To be allowed to request an informal resolution of the case.
- c. To be allowed at least three business days to prepare for a disciplinary conference and five business days to prepare for a hearing.
- d. To hear and respond to evidence upon which a charge is based.
- e. To call and engage relevant witnesses.
- f. To be assured of confidentiality, in accordance with the terms of the Family Educational Rights and Privacy Act of 1974.
- g. To be allowed to request that any person conducting a disciplinary conference, or serving as a hearing board member or hearing officer, be disqualified on the ground of personal bias as determined by the Director of Student Conduct and Academic Integrity.

- h. To be considered not responsible of the charges until proven responsible by a preponderance of the evidence.
- i. To receive from CCBC, upon written request, to the alleged victim of a crime of violence, or a non-forcible sex offense, the report on the results of any disciplinary proceeding conducted by CCBC 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 for purposes of this paragraph.
- j. To receive (both the accused and the accuser) simultaneous written notification of any report of any institutional disciplinary proceeding that arises from an allegation of dating violence, domestic violence, sexual assault or stalking. In these cases, it is not necessary for a victim to make a written request.

Adjudication of Sexual Misconduct Complaints

CCBC expects that its students will adhere to high standards of good citizenship. The following misconduct is subject to disciplinary action as determined by the Director of Student Conduct or designee: Sexual misconduct or sexual harassment is a form of sex discrimination and subject to applicable Federal law. CCBC expressly prohibits discrimination on the basis of sex in all of its educational programs, activities, and policies. CCBC is committed to preventing the occurrence of sexual misconduct and to the application of remedies of its discriminatory effects. Sexual misconduct includes any sexual act or sexual contact, without consent, including intercourse, oral sex, unwanted touching of an intimate part of another person, such as sexual organs, buttocks or breasts; or an attempt of any of the above (this description is not intended to be inclusive of all conduct that could fall within this category).

Definition of Consent

The term “affirmative consent” means willingly and knowingly agreeing to engage in mutually understood sexual conduct. Consent must be mutual and ongoing, offered freely and knowingly, and cannot be given by a person who is incapacitated, as described below. Relying solely on non-verbal communication often leads to misunderstandings about consent. For this reason and for the purposes of this policy, consent to sexual activity must be expressed in explicit words. For a sexual encounter to be consensual, each participant is expected to obtain or give verbal consent to each act of sexual activity. Consent to engage in one form of sexual activity does not constitute consent to engage in other forms of sexual activity, and either party may withdraw consent at any time. Consent may not be inferred from silence, passivity, lack of resistance, or lack of an active response. Non-communication or silence constitutes lack of consent. A verbal “no” constitutes lack of consent, even if it sounds insincere or indecisive. Incapacitation also constitutes lack of consent.

If at any time during a sexual interaction any confusion or ambiguity should arise about consent, it is the responsibility of the person initiating the activity to stop and clarify the other’s willingness to continue. If at any time consent is withdrawn, the activity must stop immediately. Consumption of drugs or alcohol, in and of itself, does not relieve a party of responsibility to obtain ongoing consent. In order for consent to be valid, all parties must be capable of making a rational, reasonable decision about the sexual act and must have a shared

understanding of the nature of the act to which they are consenting. Under this policy, a person is considered incapable of giving consent, or “incapacitated,” if her or his judgment is substantially impaired by drugs, alcohol, or some other physical or mental condition; or if incapacitated by being threatened, intimidated, or coerced into giving consent. Indications of consent are irrelevant if the person is incapacitated. Engaging in sexual activity with someone who is incapacitated constitutes sexual misconduct and violates this policy. Examples of incapacitation include, but are not limited to, being passed out, asleep, unable to communicate, subjected to violence or threat of violence, or intoxicated at a level that substantially impairs judgment.

CCBC expects that its students will adhere to high standards of good citizenship. The following misconduct is subject to disciplinary action as determined by the Director of Student Conduct or designee:

Code of Conduct Violation(s) Definitions:

Sexual misconduct or sexual harassment. Sexual misconduct includes any sexual act or sexual contact, without consent, including intercourse, oral sex, unwanted touching of an intimate part of another person, such as sexual organs, buttocks or breasts; or an attempt of any of the above (this description is not intended to be inclusive of all conduct that could fall within this category). This includes:

- a. *Sexual Harassment* is any unwelcome sexual advance, unwelcome request for sexual favors, or other unwelcome verbal or physical conduct of a sexual nature when: (1) Submission to or rejection of such conduct is made, either explicitly or implicitly, a term or condition of an individual’s employment, evaluation of academic work, or participation in any aspect of a College program or activity; (2) Submission to or rejection of such conduct by an individual is used as the basis for academic, employment, or activity or program participation related decisions affecting an individual; or (3) Such conduct has the purpose or effect of unreasonably interfering with an individual’s work or academic performance, i.e., it is sufficiently severe or pervasive to create an intimidating, hostile, humiliating, demeaning or sexually offensive working, academic, residential or social environment.
- b. *Sexual Assault* is any type of sexual contact or behavior that occurs without the explicit consent of the recipient.
- c. *Non-Consensual Sexual Contact and Non-Consensual Sexual Intercourse* as defined below may be considered Sexual Assault within the meaning of this Policy.
 - *Non-Consensual Sexual Contact* is any intentional sexual touching, however slight and with any object or body part, or exposure or disrobing of another, that is without consent (as defined below) and/or by force or coercion. This includes intentional contact with breasts, buttocks, groin, mouth, or genitals, as well as any other intentional bodily contact that occurs in a sexual manner.
 - *Non-Consensual Sexual Intercourse* is any sexual penetration or copulation, however slight and with any object or body part that is without consent and/or by force or coercion. Intercourse includes anal or vaginal penetration by a penis, object, tongue, or finger, and oral copulation (mouth and genital/anal contact), no matter how slight the penetration or contact.

- d. *Sexual Exploitation* means taking non-consensual or abusive sexual advantage of an individual to benefit anyone other than the person being exploited. Examples include: invading privacy, video or audio recording of sexual acts without consent, knowingly transmitting a Sexually Transmitted Infection (STI), sexually-based stalking or bullying, or exposing one's genitals.
- e. *Sexual Intimidation* means (1) threatening to sexually assault another person; (2) gender or sex-based stalking, including cyber-stalking; or (3) engaging in indecent exposure.
- f. *Dating Violence* means violence or threat of violence between individuals in a personal and private social relationship of a romantic or intimate nature. The existence of such a relationship shall be determined based on a consideration of the length of the relationship, the type of the relationship, and the frequency of interaction between the persons involved in the relationship. 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.
- g. *Domestic Violence* means violence committed by a current or former spouse or intimate partner, by a person with whom a child is shared in common, by a person cohabitating with or has cohabitated with the individual 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 Maryland, or by any other person similarly situated to a spouse or any other person against an adult or youth victim protected from those acts by domestic or family violence laws of Maryland. Domestic violence includes threats or a pattern of abusive behavior of a physical or sexual nature by one partner intended to control, intimidate, manipulate, humiliate, frighten, coerce or injure the other.
- h. *Stalking* means the repetitive and/or menacing pursuit or course of conduct, including following, harassment, or other interference with the peace and/or safety of another person or that of his or her immediate family members; including cyber-stalking. It is 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.

What To Do After an Assault

Victims of sexual assault are strongly encouraged to take the following steps soon after the assault:

- Seek support. Call a friend, family member, or someone else nearby. Contact a campus consultant or outside source of support.
- Report the assault to Public Safety at 443-840-1111 or the County Police at 911. Reporting the assault is important for your protection, and to pursue any legal remedy related to the assault, such as prosecution, should you decide to do so. Any assistance in reporting the crime will be provided to the victim. Reporting the assault can also help you regain a sense of personal power and control, and can help ensure the safety of other potential victims. Any crime reported to Public Safety may be kept confidential, as noted elsewhere in this report, or the victim may decline to make a report entirely (see Criminal Procedures, below).
- If the alleged perpetrator was unknown to you, try to remember any helpful details that may lead to his or her identification, such as scars or other marks, jewelry, dress, language,

approximate height and weight in comparison to your own, vehicle description, and tag number. Write these down as soon as you can, and include the date and time of your notes.

- At some point, you will need to decide whether to pursue legal remedies. To pursue legal remedies, do the following:
 - Do not disturb the area, room, or vehicle where the assault was committed.
 - Do not bathe, shower, douche, brush your teeth, or eat or drink.
 - Do not wash your clothing, or dispose of your clothing.

Preservation of Evidence and Forensic Examinations

As a sexual assault victim, you have a number of choices when you first decide to report the incident.

- If you believe that you may at any time choose to pursue legal remedy related to the assault, please request that the hospital perform a free Sexual Assault Forensic Examination (SAFE). Physical evidence is most effectively obtained within 48 to 72 hours of a sexual assault.
- Maryland law allows a hospital to provide the SAFE exam free of charge, and there is no requirement for you to report an attack to the police; you can remain anonymous and the evidence will be held for 90 days with no police investigation.
 - Greater Baltimore Medical Center (GBMC, at 6701 North Charles Street in Towson; ER 443-849-2000) is the closest hospital designated for sexual assault evidence collection and performs SAFE exams. Franklin Square Hospital is available for victims under the age of 13. Questions may be referred to Laura Clary, GBMC, at Lclary@gbmc.org.
 - Mercy Hospital (at 345 St. Paul Place in Baltimore; ER 410-332-9477) is the designated hospital in Baltimore City that performs SAFE exams. Both hospitals will perform the exams regardless of where the assault occurred, although GBMC works most closely with Baltimore County prosecutors.

Criminal Procedures

If you are sexually assaulted, you have the option of notifying the appropriate law enforcement officials, including local police, and you have the right to file criminal charges. At your request, Public Safety, as well as your advisor, if requested, will promptly assist you in notifying local law enforcement officials. If you wish to notify law enforcement officials but are unable to do so yourself, Public Safety will promptly do so for you with your consent. You also have the right not to report the incident to law enforcement authorities.

You also have the right to seek a Sexual Assault Forensics Examination (*S.A.F.E.*) at the emergency room, Greater Baltimore Medical Center.

You have an absolute right to:

1. Ask for a criminal investigation by the CCBC Department of Public Safety and Baltimore County Police Dept, including a SAFE exam for the collection of evidence and prosecution
2. Obtain a SAFE exam for the collection of forensic evidence, but CCBC DPS and BCPD

will not be notified for an investigation. Evidence will be held for 90 days, in case you chose to make a police report at a later time

3. Seek emergency medical treatment at GBMC, but no SAFE exam will be conducted.

Obtaining Protective Orders

If you are the victim of relationship violence, you may be entitled to obtain a protective order against your abuser in the state of Maryland. A protective order (also known as a "domestic violence protective order," or "DVPO") is available for incidents of domestic abuse, which occurs when someone you have a specific relationship with (current/former spouse; cohabitant: someone with whom you have had a sexual relationship and lived with for at least 90 days in the past year and includes same-sex partners; relative; someone you have a child in common with) commits one of the following offenses against you:

1. Assault;
2. An act that places you in fear of immediate serious bodily harm or actually causes you serious bodily harm;
3. Attempted or actual rape or sexual offense;
4. Stalking;
5. False imprisonment, such as holding you somewhere against your will.

You may also be eligible for a protective order if you are a "vulnerable adult" (an adult who lacks the physical or mental capacity to provide for his/her daily needs).

Note: If you are NOT eligible for a protective order (because you do not have the specific relationship with the abuser described above), but you have been the victim of abuse and need protection, you may be eligible to file for a peace order. Information about how to file for a protective order or a peace order can be found on the website of the Maryland Judiciary system - <http://www.courts.state.md.us/courtforms/joint/ccdcvpo001br.pdf>.

Protective orders can require the abuser to stay away from you, leave your home, provide emergency family maintenance to you, and attend counseling. They can be valid for up to one year and can be renewed. Peace Orders can provide only a stay away order and require counseling, and are effective for up to 6 months but can be renewed.

Coordination of Criminal Procedures and Internal Campus Procedures

You, or when appropriate, the college, may institute disciplinary procedures against an accused student, faculty member, or staff member regardless of whether any criminal charges are filed. If you believe that you have witnessed a sexual assault against another person, please consider reporting the matter to Public Safety or to other College authorities.

Persons accused of sexual assault may be removed from campus pending disciplinary action or criminal procedures, to avoid additional conflict within the community and to protect the safety of all those involved and of the campus community. If a criminal charge is filed, the Title IX coordinator, in consultation with the College's legal counsel, shall determine whether action under this policy should be delayed, pending the outcome of the criminal case. The college is

not required to await the outcome of any criminal proceedings before taking action under this policy.

Sexual Misconduct Awareness / Primary Prevention Program

CCBC is committed to maintaining a learning and working environment for students, faculty, and staff that is free of sexual harassment and sexual misconduct. Sexual harassment is contrary to the standards of the College community, and it is a barrier to fulfilling the College's academic mission.

Education and awareness are essential to CCBC's efforts against sexual harassment including sexual assault, and the College provides educational materials and programs, such as bystander education. Education efforts include the on-going discussion of the sexual harassment policy and an understanding of what constitutes sexual harassment, procedures for addressing alleged sexual harassment, and methods for prevention of sexual harassment. Educational programs are not mandatory for new students (i.e., first-year/full-time), but students are encouraged to take the training via electronic media publicizing the program. Employees are now required to participate in Sexual Misconduct training annually. Ongoing educational programs shall also be held for faculty, staff, and students.

All students, prospective students, employees, prospective employees and sub-contractors of the college are encouraged to visit <http://www.ccbcmd.edu/About-CCBC/Administrative-Offices/Enrollment-and-Student-Services/College-Life/Office-of-Student-Conduct/Not-Anymore.aspx> for on-line information and training. This effort is designed to aid students and staff in preventing dating violence, domestic violence, sexual assault and stalking before they occur through the promotion of positive and healthy behaviors that foster healthy, mutually respectful relationships and sexuality, encourage safe bystander intervention, and seek to change behavior and social norms in healthy and safe directions.

Adjudication of Sexual Misconduct Complaints

Formal Procedure

1. Complaint Panel: Formal complaints of sexual misconduct will be received and decided by a three-person panel. A panel chair, a faculty panel member, and one staff/administrative panel member. All panel decisions shall be made by majority vote.
2. Filing a complaint: All formal complaints of sexual misconduct must be made by the complainant, a witness, or friend. The complaint must describe the particulars of the alleged misconduct. Complaints may be filed with the Department of Public Safety or Student Conduct. Students have the right to file both a criminal complaint and Title IX complaint simultaneously. Interim measures may be put into place to protect the victim.

Interim Measures

Interim measures are those services, accommodations, or other assistance that the College puts in place for victims after receiving notice of alleged sexual misconduct but before any final outcomes, investigatory, disciplinary, or remedial, have been determined. The College

wants its students to be safe, to receive appropriate medical attention, and to get the help they need to heal and to continue to access their educational opportunities. CCBC is obligated to comply with a student's reasonable request for an academic situation change following an alleged sex offense.

Upon receiving a report of sexual misconduct, the College will provide the victim, or the victim's advocate, with a written explanation of the interim measures available on campus and/or through local community resources and shall ask victims, or their counselors or advocates, what measures are sought. The College shall determine which measures are appropriate for a particular victim on a case-by-case basis. If the victim or advocate identifies an interim measure that is not already provided by the College, the College will consider whether the request can be granted. In those instances where interim measures affect both a victim and the alleged perpetrator, the College will minimize the burden on the victim wherever appropriate. Any accommodations or protective measures provided to the victim, to the extent that that maintaining such confidentiality would not impair the ability of the college to provide the accommodations or protective measures, are kept confidential.

The college will also take protective measures after it receives a report or allegation of dating violence, domestic violence, sexual assault or stalking. The measures employed are similar to the measures used in the case of sexual misconduct, listed below.

A victim of sexual misconduct, or the victim's counselor or advocate, may request the interim measures listed below. The College will determine which measures are appropriate to ensure the victim's safety and equal access to educational programs and activities:

- Academic accommodations.
- Assistance in and process of arranging for alternative College employment arrangements and/or changing work schedules, given to the victim in writing.
- A "No contact" directive pending the outcome of an investigation. Such a directive serves as notice to both parties that they must not have verbal, electronic, written, or third party communication with one another.
- Providing an escort to ensure that the student can move safely between school programs and activities.
- Assistance identifying an advocate to help secure additional resources or assistance including off-campus and community advocacy, support, and services.
- Written information (from the Title IX Coordinator) regarding existing counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid, and other services available for victims, both within the institution and in the community.

The College shall work with victims or their advocates to identify what interim measures are appropriate in the short term (e.g., during the pendency of an investigation or other school response), and shall continue to work collaboratively throughout the College's process and as needed thereafter to assess whether the instituted measures are effective, and if not, what

additional or different measures are necessary to keep the victim safe. The college will provide a written notification of counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid, and other services available for victims both within the institution and the community, and the availability of changes to academic, transportation and working situations, or protective measures regardless of whether the victim reports to law enforcement.

The College will provide written notification to students and employees about existing counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid and other services available for victims, both within the institution and in the community.

1. *Notice to the accused:* The person accused of sexual misconduct is notified in writing of the complaint and investigation, and both parties are provided with a copy of the written complaint. The College will take steps to prevent a recurrence and remedy the effects of the alleged behavior. A student can make a confidential report, but doing so may affect the College's ability to adjudicate the case.
2. *Investigator:* The panel shall promptly appoint an investigator(s) to conduct an investigation of the complaint. The investigation is conducted by college officials who, at a minimum, receive annual training on the issues related to dating violence, domestic violence, sexual assault and stalking and on how to conduct an investigation and hearing process that protects the safety of the victims and promotes accountability. All CCBC investigators are trained by ATIXA, the Association of Title IX Administrators. Training includes, but is not limited to, relevant evidence and how it should be used during a proceeding; proper techniques for questioning witnesses; basic procedural rules for conducting a proceeding; and avoiding actual and perceived conflicts of interest.
3. *Investigation:* The complainant and the accused shall each be interviewed by the investigator(s) and may have an advisor, of their choosing, with them for the meeting. The advisor cannot speak to the investigator(s), represent the student, or interrupt the proceedings. The investigator(s) has the authority to release the advisor from the proceedings if deemed disruptive. CCBC regulations do not prohibit the advisor from acting as a proxy for either the accused or the accuser in the interest of protecting the parties' privacy. In such a case, the accuser or the accused would need to authorize their advisor to serve as a proxy and consent to any disclosure of their records. Both parties may present documents, the names of witnesses, and other evidence to the investigators. The accused may not be present for the complainant's interview unless the complainant consents, and vice versa. The investigator(s) may also interview other witnesses and consider other evidence.

The college provides a prompt, fair, and impartial disciplinary proceeding in cases of alleged dating violence, domestic violence, sexual assault or stalking in which: (1) officials are appropriately trained and do not have a conflict of interest against the accuser or the accused;

(2) the accuser and the accused have equal opportunities to have others present, including the advisor of their choice; (3) the accuser and accused receive simultaneous notification, in writing, of the result of the proceeding and the appeal procedure; (4) the process is completed in a reasonably prompt period of time; (5) the accuser, the accused and the appropriate officials are given timely and equal access to information that will be used during informal and formal disciplinary meetings and proceedings.

A prompt, fair hearing is defined as a proceeding that is completed within reasonably prompt timeframes designated by CCBC's policy, including a process that allows for the extension of timeframes for good cause, with written notice to the accuser and the accused of the delay and reason for the delay. It is conducted in a manner that:

- is consistent with college policies and transparent to the accuser and accused;
- includes timely notice of meetings at which the accuser or accused, or both may be present; and
- provides timely and equal access to the accuser, the accused and appropriate officials to any information that will be used during informal and formal disciplinary meetings and hearings; and
- is conducted by officials who do not have a conflict of interest or bias for or against the accuser or accused

The proceeding is a process in which all relevant facts are ascertained, and all parties availed of the rights in this section. The proceeding is not a hearing, but the result of the investigation, with due process to the rights of the accuser and the accused, will be reviewed by the panel after appeal, prior to the imposition of sanctions.

The '*result*' of the proceeding is also known as the '*decision*', made by the panel as outlined in section 7 below.

4. *Report and Recommendation*: In a timely manner, but barring special circumstances no later than sixty days from the date the complaint is filed, the investigator shall make a report with recommendations to the panel. The report shall describe the investigation and all relevant evidence obtained, provide support for the conclusions drawn by the investigator(s), and make recommendations for sanctions or other remedial action as appropriate. The investigator(s) shall arrive at their conclusions based on a preponderance of evidence, meaning whether it is more likely or not that this policy was violated.
5. *Distribution of Report*: The parties shall be provided a summary of the investigator(s) report and recommendations. Either party may view, but not copy, the full report and recommendations upon request. The report and recommendations may be redacted when necessary to protect privileged or confidential information, to protect the safety or well-being of individuals involved in the investigation, or to comply with the provisions of the Family Educational Rights and Privacy Act (FERPA). Both the accuser and the accused will be advised simultaneously, in writing, of:
 - a. the result of any institutional disciplinary proceeding that arises from an allegation of dating

- violence, domestic violence, sexual assault or stalking
- b. the institution's procedures for the accused and the victim to appeal the result of the institutional disciplinary proceeding, if such procedures are available
 - c. any changes to the result, and
 - d. when such results became final
6. *Appeal*: Both parties shall be given the opportunity to respond to the report and recommendations by appealing to the panel. Such response may be in writing and shall be made within the time frame established by the panel, but in any event no more than 14 business days from the date the party receives the summary. The response is the parties' opportunity to address any issues, concerns, or disagreements with the report and recommendation, including any concern that the procedures described in this policy may not have been followed, that any sanctions recommended are disproportionate for the offense or otherwise unfair, that the investigator(s)' findings are not supported by the information provided during the investigation, and that new information or relevant facts have become available since the time of the investigation.
7. *Decision*: The panel shall review the investigator(s)' report and recommendation, and any responses made by the parties. The panel will then issue a written decision that includes the imposition of sanctions, if appropriate. In determining sanctions, the panel will take into account any previous violations of college policy. The panel will explain the rationale for the result and sanctions, and must explain how it weighted the evidence and information presented during the proceeding. The panel must explain how the evidence and information support the result and sanctions.
8. *No Further Appeal*: The decision of the panel represents the final decision of the College. No administrative processes otherwise available to students may be used to further appeal the decision of the panel.
9. *Distribution of Decision*: A copy of the written decision is provided to the accused to the extent permitted by the provisions of FERPA and as required by the Jeanne Clery Disclosure of Campus Security Police and Campus Crime Statistics Act (Clery Act). In such cases the complainant shall also be advised of the panel's decision to the extent permitted by the provisions of FERPA.
10. *Sanctions*: If the panel determines that the accused has violated the sexual misconduct policy, the Director of Student Conduct shall implement any sanctions imposed by the panel. As noted below, sanctions may include warnings; suspension, mandated counseling, expulsion, any combination of penalties listed or other penalties appropriate for the finding.

Compliance with these provisions does not constitute a violation of section 444 of the General Education Provisions Act (20 U.S.C 123g), commonly known as the Family Educational Rights and Privacy Act of 1974 (FERPA).

Sanction Statement

Sexual violence in all forms, including Sexual Harassment, Sexual Assault, Sexual Misconduct, and Sexual Exploitation, constitutes one of the most serious violations of respect for others and will not be tolerated within our community. Any student found responsible for violating the policy on Sexual Misconduct (where no intercourse has occurred) will likely receive a sanction ranging from warning to expulsion, depending upon the severity of the incident, and taking into account any previous campus conduct code violations. Any student found responsible for violating the policy on Sexual Assault will likely face a recommended sanction of suspension or expulsion. Any student found responsible for violating the policy on Sexual Exploitation or Sexual Harassment will likely receive a recommended sanction ranging from warning to expulsion, depending upon the severity of the incident, and taking into account any previous campus conduct code violations.

Sanctions that may be imposed for any violations of Code of Conduct may include:

- Warning: notice, orally or in writing, that continuation or repetition of prohibited conduct may be cause for additional disciplinary action.
- No-Trespass Order: A written directive barring a student from all CCBC property for a specified period of time. Violating this order will result in the student's arrest for trespassing.
- No Contact Directive: A written directive that sets specific limitations on the type of contact one student can have with another for a specific period of time. Failure to comply with the directive will lead to an interim suspension from the college.
- Mandated physical/psychological evaluation: A requirement that a student must have a physician or licensed therapist complete a "return to campus" form stating that the student is capable of being successful within the learning environment.
- Censure: A written reprimand for violation of specified regulations, including a warning that continuation or repetition of prohibited conduct may be cause for additional disciplinary action. Notice of this action may appear on the student's academic transcript for up to one year.
- Restitution: repayment to the College or to an affected party for damages resulting from a violation of the Code. Probation/Provisional Enrollment specifies that continued enrollment is conditional on successfully satisfying identified actions or conditions for a specified period of time, during which other sanctions may also be imposed. If an additional act of misconduct occurs or violation of any condition of probation or provisional enrollment occurs, additional sanctions may be imposed.
- Fractional Suspension: The restriction of the student from entering specified areas of college property for a specified period of time or participating in specified classes, programs or activities for a specified period of time to be contained in a written notice of fractional suspension.
- Term Suspension: exclusion from college premises, and other privileges or activities, as set forth in the suspension notice. Notice of this action may appear on the student's academic transcript for up to four years. During a period of suspension, a student is

considered trespassed from all CCBC property. Before a student can re-enroll, the student must contact the Director of Student Conduct to have their Dean's hold removed. A student suspended for disciplinary reasons is not entitled to a refund on tuition or fees.

- Expulsion: permanent termination of student status, and exclusion from college premises, privileges and activities. This action will be recorded on the student's academic transcript. Any student expelled from CCBC is also trespassed from the institution permanently. A student expelled for disciplinary reasons is not entitled to a refund on tuition or fees.
- Deferred Suspension: probationary period where if a student is found responsible for violating college policy during the term of the sanction, the student will be retro-actively suspended.
- Location Restriction Notices: A notice of restriction from a particular area or building for a specified period of time.
- Academic Dishonesty: The standard penalty for an act of academic dishonesty is an "F" in the course. Lesser sanctions that may be imposed by a faculty member include the following: a reduction in the grade in the course; a reduction in grade for an assignment, exam, or project; repetition of an assignment and/or a written warning.
- Other Sanctions: other sanctions may be imposed instead of, or in addition to, those specified in this section. Service or research projects may also be assigned. Repeated or aggravated violations of any section of this Code may also result in expulsion or suspension or in the imposition of such lesser penalties as may be appropriate.

Attempts to commit acts prohibited by this Code may be punished to the same extent as completed violations.

11. The Complaint Panel reserves the right to broaden or lessen any range of recommended sanctions in the complaint of serious mitigating circumstances or egregiously offensive behavior.
12. The College encourages reporting and seeks to remove any barriers to reporting by making the procedures for reporting transparent and straightforward. The College recognizes that an individual who has been drinking or using drugs at the time of the incident may be hesitant to make a report because of discipline consequences for his/her/their own conduct. An individual who reports sexual misconduct, either as a Complainant or a third party witness, will not be subject to disciplinary action by the College for his/her/their own personal consumption of alcohol or drugs at or near the time of the incident, provided that any such violations did not and do not place the health or safety of any other person at risk. The College may, however, initiate an educational discussion or pursue other educational remedies regarding alcohol or other drugs. The amnesty policy applies only to the College's student conduct process.

Interim Suspension

The Director of Student Conduct or designee at any CCBC campus may suspend a student from the college for an interim period pending disciplinary or criminal proceedings, or medical evaluation. The interim suspension shall become immediately effective without prior notice whenever there is evidence that the continued presence of the student at the college poses a substantial and immediate threat to him/herself or to others or to the stability and continuance of normal college functions.

A student suspended on an interim basis shall be given a prompt opportunity to speak with the Dean of College Life or designee in order to discuss the following issues only:

- the reliability of the information concerning the student's conduct, including the matter of his or her identity;
- whether the conduct and surrounding circumstances reasonably indicate that the continued presence of the student on college premises poses a substantial and immediate threat to himself or herself or to others or the stability and continuance of normal college functions.

Confidentiality and Reporting Policy

Professional, licensed counselors and pastoral counselors who provide mental-health counseling to members of the college community (and including those who act in that role under the supervision of a licensed counselor) are not required to report any information about an incident to the Title IX coordinator without a victim's permission. However, in all cases, the victim may choose to inform Public Safety or the County Police of the crime/incident, and to ask for assistance. *In all cases, CCBC will comply with a student's request for assistance in notifying authorities.*

Reporting to "Responsible Employees"

A "responsible employee" encompasses ALL College employees due to their duty to report incidents of sexual violence or other student misconduct, or who a student could reasonably believe has this authority or duty.

- When a victim tells a responsible employee about an incident of sexual violence, the victim has the right to expect the College to take immediate and appropriate steps to investigate what happened and to resolve the matter promptly and equitably.
- A responsible employee must report to the Title IX Coordinator all relevant details about the alleged sexual violence shared by the victim and that the College will need to determine what happened – including the names of the victim and alleged perpetrator(s), any witnesses, and any other relevant facts, including the date, time and specific location of the alleged incident.
- To the extent possible, information reported to a responsible employee will be shared only with people responsible for handling the College's response to the report. A responsible employee should not share information with law enforcement without the victim's consent

or unless the victim has also reported the incident to law enforcement.

- Before a victim reveals any information to a responsible employee, the employee should ensure that the victim understands the employee's reporting obligations and, if the victim wants to maintain confidentiality, direct the victim to confidential resources.
- If the victim wants to tell the responsible employee what happened but also maintain confidentiality, the employee should tell the victim that the College will consider the request, but cannot guarantee that the College will be able to honor it. In reporting the details of the incident to the Title IX Coordinator, the responsible employee will also inform the Coordinator of the victim's request for confidentiality.
- Responsible employees will not pressure a victim to request confidentiality, but will honor and support the victim's wishes, including a request that the College fully investigate an incident. By the same token, responsible employees will not pressure a victim to make a full report if the victim is not ready to.

Requesting Confidentiality From The College: How The College Will Weigh The Request And Respond.

If a victim discloses an incident to a responsible employee but wishes to maintain confidentiality or requests that no investigation into a particular incident be conducted or disciplinary action taken, the College must weigh that request against the College's obligation to provide a safe, non-discriminatory environment for all students, including the victim.

If the College honors the request for confidentiality, a victim must understand that the College's ability to meaningfully investigate the incident and pursue disciplinary action against the alleged perpetrator(s) may be limited. Although rare, there are times when the College may not be able to honor a victim's request in order to provide a safe, non-discriminatory environment for all students. The College has designated the following individual(s) to evaluate requests for confidentiality once a responsible employee is on notice of alleged sexual violence:

Mr. Scott Eckhardt, Title IX Coordinator, Director of Student Conduct
443-840-2123
7201 Rossville Blvd.
CCBC Essex
Student Services Center (SSRV) Suite- 105D
Baltimore, MD 21237
TitleIX@ccbcmd.edu

When weighing a victim's request for confidentiality or that no investigation or discipline be pursued, the Title IX Coordinator will consider a range of factors, including the following:

The increased risk that the alleged perpetrator will commit additional acts of sexual or other violence, such as:

- whether there have been other sexual violence complaints about the same alleged perpetrator;
- whether the alleged perpetrator has a history of arrests or records from a prior school indicating a history of violence;
- whether the alleged perpetrator threatened further sexual violence or other violence against the victim or others;
- whether the sexual violence was committed by multiple perpetrators;
- whether the sexual violence was perpetrated with a weapon;
- whether the victim is a minor;
- whether the College possesses other means to obtain relevant evidence of the sexual violence (e.g., security cameras or personnel, physical evidence);
- whether the victim's report reveals a pattern of perpetration (e.g., via illicit use of drugs or alcohol) at a given location or by a particular group.

The presence of one or more of these factors could lead the College to investigate and, if appropriate, pursue disciplinary action. If none of these factors is present, the College will likely respect the victim's request for confidentiality.

If the College determines that it cannot maintain a victim's confidentiality, the College will inform the victim prior to starting an investigation and will, to the extent possible, only share information with people responsible for handling the College's response. The College may not require a victim to participate in any investigation or disciplinary proceeding.

Because the College is under a continuing obligation to address the issue of sexual violence campus-wide, reports of sexual violence (including non-identifying reports) will also prompt the College to consider broader remedial action – such as increased monitoring, supervision or security at locations where the reported sexual violence occurred; increasing education and prevention efforts, particularly to targeted population groups; conducting climate assessments/victimization surveys; and/or revisiting its policies and practices.

If the College determines that it can respect a victim's request for confidentiality, the College will also take immediate action as necessary to protect and assist the victim.

Confidentiality includes the protection of:

- a first and last name
- a home or other physical address
- contact information, including date of birth (including postal, email, or IP address, or telephone or fax number)

- a social security number, driver's license number, passport number or student identification number, and
- any other information, including date of birth, racial or ethnic background, or religious affiliation that would serve to identify any individual

The decision to release any information to a third party to provide necessary accommodations or protective measures rests with the Title IX Coordinator. The victim will be informed before any information is shared, which information will be shared, with whom it will be shared and why.

***** Local Resources are located in Appendix B, at the end of this report**

Federal Statistical Reporting Obligations

Certain campus officials have a duty to report Sexual Assault for federal statistical reporting purposes. All personally identifiable information is kept confidential, but statistical information must be passed along to campus law enforcement regarding the type of incident and its general location (on- or off-campus, in the surrounding area, but no addresses are given), for publication in the annual Campus Security Report. This report helps to provide the community with a clear picture of the extent and nature of campus crime, to ensure greater community safety.

Mandated federal reporters include: student/conduct affairs, campus law enforcement, local police, coaches, athletic directors, student activities staff, human resources staff, advisors to student organizations and any other official with significant responsibility for student and campus activities.

Federal Timely Warning Reporting Obligations

Victims of sexual assault should also be aware that college administrators must issue timely warnings for incidents reported to them that pose a substantial threat of bodily harm or danger to members of the campus community. The college will make every effort to ensure that a victim's name and other identifying information is not disclosed, while still providing enough information for community members to make safety decisions in light of the danger.

Complaints Against Persons Outside The Community College Of Baltimore County

- Complaints against students from other institutions or other campus visitors should be reported to the Department of Public Safety, who will investigate the complaint and take appropriate action (443-840-1111).
- Complaints against employees of entities that do business with CCBC should be reported to the Director of Public Safety (443-840-4249), who will investigate the complaint and take appropriate action.

Protection of Complainants Against Retaliation

Threats, intimidation, and retaliation against a complainant for bringing a sexual misconduct complaint are violations of this policy and thus may be grounds for disciplinary action.

The College will take steps to protect students and employees from reprisal by the accused. Such protection will need to be appropriate to the individual's circumstances. For students, this may include the opportunity to change an academic schedule of the complainant or accused, drop a course, transfer to another section, complete the course independently, have a pass/fail option, have a third party grade the work, have another person assigned to write recommendations or references on behalf of the student, or have another person assigned as an advisor to the student.

External Agencies That Address Sexual Misconduct

Complaints of sexual misconduct may also be filed with the Federal Equal Employment Opportunity Commission or the Maryland Commission on Civil Rights. To protect the legal rights and remedies available to a complainant, a complainant must comply with certain time limits and deadlines. Affected persons should contact the relevant agencies to verify the time limits. Failure to meet required deadlines may result in a loss of rights to seek a legal remedy. Persons may also file complaints for violation of Title IX with the U.S. Department of Education, Office of Civil Rights.

Victims also have the option, or not, to notify and seek assistance from law enforcement authorities by calling *911*. Victims have the right to request and receive accommodations including judicial no-contact, restraining and protective orders. Whether or not an incident report is filed, the Department of Public Safety (DPS) and Office of Student Conduct will take aggressive steps to protect students as required and as specified above.

Allegations and victims of domestic violence, dating violence, stalking and sexual harassment are referred to the Title IX Coordinator for investigation and victim support. The college takes all matters involving sexual assault, harassment and discrimination seriously, and acts to safeguard the rights of the victim and the accused.

College Crime Statistics

This report contains categories of crime statistics for each campus and extension center, which have been reported to the Department of Public Safety, Baltimore County Police and the College Office of Student Conduct. The report includes statistics for the past three years and includes combined statistics for on-campus, off-campus and public property adjacent to each College property. Since CCBC does not have student housing on or near any campus, and since CCBC does not lease or supervise any off-campus property (except for Extension Centers specified in this report), only crime information that is directly related to the three main campuses, three extension centers and immediately adjacent property is included in the statistical report.

CCBC conducts continuing education classes on the campuses of 8 Baltimore County middle and high schools, but is not responsible for the security of persons or property at those locations. However, should a crime or incident ever come to the attention of CCBC DPS, a DPS officer will be immediately assigned to document the incident and work with the BCPS Office of Safety and Security to investigate the incident. In calendar year 2015, no Clery-reportable incidents were reported at those off-campus locations.

In preparation for this annual report, both BCPD and CCBC DPS have reviewed their files and examined all reports that may constitute a reportable crime. The Office of Student Conduct and CCBC Office of Human Resources then reports all incidents that may not be criminal, but constitute a reportable violation for this report. The annual report is then distributed to current students and employees by paper copy (by request at 443-840-1111 or 443-840-4249), viewing on the College web site at <http://www.ccbcmd.edu/Campus-Life-and-Activities/Public-Safety.aspx> and in student and employee media portals. A Daily Incident Log of crimes and incidents handled by Public Safety is also available online at <http://www.ccbcmd.edu/Campus-Life-and-Activities/Public-Safety.aspx>.

Definition of Rape (FBI Uniform Crime Report)

Although many serious crime reports are included in this report, the crime of rape is especially egregious, and must be defined for the benefit of our community. The FBI defines rape as:

“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.” The crime of rape includes the offenses listed below:

11A Rape (except Statutory Rape)

The carnal knowledge of a person, 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 or physical incapacity

11B Sodomy

Oral or anal sexual intercourse with another person, 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 or physical incapacity

11C Sexual Assault With An Object

To use an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another person, 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 or physical incapacity.

Hate Crimes

Reportable offenses found in this report (see Appendix A) includes crimes that are classified upon investigation as hate crimes. These crimes have been classified as such due to the nature of the offense, and the victimization (targeting) of the victim due to race, gender, religion,

national origin, sexual orientation, gender identity, ethnicity or disability. For the benefit of the readers of this report, any crime or incident that is classified on the bottom half of each page in Appendix A specifies the nature of the reported hate crime.

Unfounded Reports

In some cases, according to the Memorandum of Understanding with the Baltimore County Police, reports of serious crimes are classified as UNFOUNDED by the BCPD. This classification is only made by the BCPD after an extensive investigation, in which the investigator concludes that the crime or incident reported did not occur. The reporting person does not have to be charged with making a false report in order for the incident to be classified as unfounded.

**** College Crime Statistics for the past three years are available in *Appendix A*.**

The Daily Crime Log

The Department of Public Safety maintains a daily crime log of all incidents, criminal and non-criminal, in summary fashion. Each day, incidents are summarized by campus or extension center, with the nature of the crime, date and time, location and status (initial disposition of Open, Closed or Inactive). Identifying victim information is NOT published in the crime log. The log is prepared daily by an administrative assistant who is supported by another employee in the event of her absence. The college community, as well as the public, is encouraged to view the log frequently. The crime log is available online at <http://www.cbcmd.edu/Campus-Life-and-Activities/Public-Safety/Crime-Awareness-and-Safety-Tips/Daily-Incident-Log.aspx>.

Timely Warnings

Each campus Department of Public Safety office routinely assesses the safety of the campus environment and takes corrective action to remediate any identified potential problem or threat.

See “Emergency Notifications and Timely Warnings (Clery Alerts)” on pages 5-7 for detailed information.

Registered Sex Offenders

All Registered Sex Offenders who intend to attend classes or work at the College must register with the Assistant Director of Public Safety at the person’s main campus, i.e., the campus where the person works or takes the majority of classes. The classes, activities and locations visited on campus may be significantly limited by the Assistant Director of Public Safety upon review of the Offender’s registration form.

The Maryland Sex Offender Registry is available online at www.dpscs.state.md.us/sorSearch. A search may be conducted by name, zip code, or by employment or enrollment at Maryland institutions of higher learning. This policy complies with the Campus Sex Crimes Prevention Act of 2000.

Drug, Alcohol and Weapons Policy

The College subscribes to and enforces both the Drug Free Workplace Act of 1988 and the Drug Free School and Communities Act Amendments of 1989. The Department of Public Safety and

the Office of Student Conduct strictly enforce Maryland criminal and civil law, as well as college policy (found in the Student Handbook). The possession, sale, manufacture or distribution of any controlled substance is illegal under both state and federal laws. A copy of the College policy statement is available from the Vice President of Enrollment and Student Services, the Office of College Life or the Department of Public Safety. Irresponsible or illegal use or distribution of alcohol will be subject to penalties as outlined in the Student Code of Conduct. It is unlawful to sell, furnish or provide alcohol to a person under 21 years of age. The possession of alcohol by anyone under 21 years of age is illegal and expressly prohibited.

In addition, the unauthorized possession of offensive and defensive weapons on campus is prohibited, and may result in discipline and/or criminal prosecution. Students, employees and visitors to campus are strongly advised to familiarize themselves with the weapons provisions of Maryland Criminal Law, as well as the Employee Handbook and the Student Code of Conduct. The campus Public Safety Office will assist with information and questions.

Referral Programs and Services

College can be very overwhelming for some students. With the availability of alcohol, illegal drugs and prescription medication in the community, some students may find themselves in need of counseling or other support services in order to meet their educational goals. If you find yourself in need, CCBC offers on-campus and off-campus resources that can help you identify the area of concern, and provide you with related education and information. The College works very closely with the Baltimore County Government to provide counseling and prevention programs. The College does not provide alcohol or drug-prevention training on a regular basis. Since some programs are affiliated with but not sponsored by the County government, and operate independently, the most current and up-to-date list of agencies and contact information is available in Appendix B.

CCBC employs Success Navigators on each campus, who assess and refer students for services such as housing assistance, food insecurity, child care, clinical counseling, medical needs and transportation. Success Navigators are available through Public Safety by calling *443-840-1111* or by call 410-241-7048.

Tobacco Use Policy

Effective July 1, 2012, CCBC became a smoke and tobacco-free college. The use of any tobacco product, including e-cigarettes or vaping, is prohibited in the core campus of CCBC Catonsville, CCBC Dundalk and CCBC Essex. The use of tobacco is permitted in designated tobacco-use shelters on the three main campuses only, and in private vehicles parked outside the perimeter roadway. At the three extension centers, tobacco use is permitted more than 25' away from the buildings or on the parking lot. Tobacco use is prohibited on all College athletic fields, and in theaters and arenas.

Effective January 1, 2013, tobacco violations are punishable by a \$35 citation, and may include discipline for students or employee violators. Continued violations may result in ejection from the campus and the enforcement of trespassing laws. Cessation classes are available without

charge on the three main campuses and numerous locations around Baltimore County. Full details are available on-line at <http://www.ccbcmd.edu/Campus-Life-and-Activities/Public-Safety/Tobacco-Free-Policy.aspx>.

Access to college facilities

CCBC is an open college that welcomes faculty, staff, students and citizens to use the facilities available on campus. Faculty, staff and students are issued identification cards through the campus Registrar's office. Anyone present on campus is required to show proper identification when requested by a Public Safety Officer.

Visitors are welcome on campus when conducting business or using the facilities in accordance with college policy.

Generally, the college is closed from 11:30 PM until 5:30 AM, and on select published holidays. This includes the use of parking lots, open space areas and athletic fields. All buildings are locked and secured by Public Safety Officers in accordance with scheduled activities in the buildings. No unauthorized persons are permitted in the buildings during non-operational hours. Public Safety Officers vigorously enforce trespass laws.

Maintenance and Public Safety

CCBC Plant Operations maintains campus buildings and grounds with concern for safety and security. Routine inspections are conducted to identify any changes or necessary improvements in exterior lighting conditions. Regular meetings between the Grounds department and the Department of Public Safety are held to establish cutting and pruning procedures for trees and shrubbery as well as other relevant safety issues.

Legend for Crime Statistics in Appendix A

N/A	Not Reportable in 2013 DPS
DPS	Handled by the Department of Public Safety
SC	Office of Student Conduct referrals for administrative action or discipline (<i>other than the cases already captured in the DPS column</i>)
OC	On-Campus
OF	Off-Campus
PP	Public Place

APPENDIX A – CAMPUS-BASED REPORTABLE OFFENSES (Updated for CY 2015)

CCBC CATONSVILLE	2015	2015	2013	2013	2014	2014
Criminal Offenses	DPS	SC	DPS	SC	DPS	SC
Murder/Non-negligent manslaughter	0	0	0	0	0	0
Negligent manslaughter	0	0	0	0	0	0
Rape	0	0	0	0	0	0
Sex offenses-Forcible	0	0	0	0	2	0
Sex offenses- Non-Forcible	0	0	0	0	0	0
Fondling *1 OC	1*	0	N/A	N/A	0	0
Incest	0	0	0	0	0	0
Statutory rape	0	0	0	0	0	0
Robbery	1	0	1	0	0	0
Aggravated Assault	0	0	0	0	0	0
Burglary	0	0	1	0	5	0
Motor vehicle theft	0	0	0	0	0	0
Arson	0	0	0	0	0	0
Domestic Violence	0	0	1	0	1	0
Dating Violence	0	0	0	0	0	0
Stalking *3 OC 4 OF	7*	0	1	1	2	0
CCBC Catonsville - Hate Crimes	2015	2015	2013	2013	2014	2014
Murder/Non-negligent manslaughter	0	0	0	0	0	0
Rape	0	0	0	0	0	0
Sex offenses- Non-Forcible / Fondling	0	0	0	1	0	0
Incest	0	0	0	0	0	0
Statutory rape	0	0	0	0	0	0
Robbery	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0
Burglary	0	0	0	0	0	0
Motor vehicle theft	0	0	0	0	0	0
Arson	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0
Larceny - theft	0	0	0	0	0	0
Intimidation	0	0	0	2	0	0
Destruction/damage/vandalism property	0	0	0	0	1**	0
Arrest/Persons Referred for Campus Disciplinary Action	2015	2015	2013	2013	2014	2014
Liquor Law	0	0	0	2	2	0
Drug Related *1 OC	0	1*	5	0	0	0
Weapons	0	0	3	0	0	0

****Sexual Orientation**

**CCBC Catonsville
2015 Clery Offenses**

Offense	Location	BCPD#	CCBC DPS#	Date
Stalking <i>Male suspect flirted with and stalked female student. Identified and referred to Student Conduct</i>	On-Campus	None	1503-00077	03/06/2015
Sex Offense – Fondling <i>Male suspects hugged and touched female victim inappropriately. Suspects identified and referred to Student Conduct.</i>	On-Campus	None	1504-00127	04/01/2015
Robbery, Assault <i>Suspect robbed victim off-campus, located by BCPD and charged criminally.</i>	On-Campus	151111037	1503-00084	03/12/2015
Stalking <i>Male suspect followed victim after a relationship break-up. Suspect identified and referred to Student Conduct.</i>	On-Campus	None	1504-00146	04/15/2015
Stalking <i>Suspect stalked and harassed victim via social media. Investigation referred to BCPD.</i>	Off-Campus	None	1506-00227	06/16/2015
Drug Related Violation <i>Student in possession of marijuana. Not charged criminally</i>	On-Campus	None	1509-00304	09/09/2015
Stalking <i>Suspect stalked fellow student, peace order obtained</i>	On-Campus	None	1509-00314	09/11/2015
Stalking <i>Suspect stalked fellow student, peace order obtained</i>	On-Campus	None	1510-00355	10/07/2015
Stalking <i>Suspect stalked fellow student electronically, Temporary Protective Order obtained</i>	Off-Campus	None	1511-00411	11/11/2015
Stalking <i>Personnel investigation handled by Human Resources</i>	Off-Campus	None	None– HR Investigation	08/20/2015

CCBC DUNDALK	2015	2015	2013	2013	2014	2014
Criminal Offenses	DPS	SC	DPS	SC	DPS	SC
Murder/Non-negligent manslaughter	0	0	0	0	0	0
Negligent manslaughter	0	0	0	0	0	0
Sex offenses-Forcible	0	0	0	0	2	0
Sex offenses- Non-Forcible	0	0	0	0	0	0
Fondling	0	0	N/A	N/A	0	0
Incest	0	0	0	0	0	0
Statutory rape	0	0	0	0	0	0
Robbery	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0
Burglary	0	0	0	0	3	0
Motor vehicle theft	0	0	0	0	0	0
Arson	0	0	0	0	0	0
Domestic Violence	0	0	0	1	0	0
Dating Violence	0	0	0	0	0	0
Stalking	0	0	0	0	0	0
CCBC DUNDALK - Hate Crimes	2015	2015	2013	2013	2014	2014
Criminal Offenses						
Murder/Non-negligent manslaughter	0	0	0	0	0	0
Sex offenses-Forcible / Fondling	0	0	0	0	0	0
Incest	0	0	0	0	0	0
Statutory rape	0	0	0	0	0	0
Robbery	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0
Burglary	0	0	0	0	0	0
Motor vehicle theft	0	0	0	0	0	0
Arson	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0
Larceny theft	0	0	0	0	0	0
Intimidation	0	0	0	4	0	0
Destruction/damage/vandalism of property	0	0	0	0	0	0
Arrest/Persons Referred for Campus Disciplinary Action	2015	2015	2013	2013	2014	2014
Liquor Law	0	0	0	0	0	0
Drug Related	0	0	0	1	2	0
Weapons	0	0	0	0	0	0

**CCBC Dundalk
2015 Clery Offenses**

Offense	BCPD#	CCBC DPS#	Date
----------------	--------------	------------------	-------------

No reportable incidents documented at CCBC Dundalk

CCBC ESSEX	2015	2015	2013	2013	2014	2014
Criminal Offenses	DPS	SC	DPS	SC	DPS	SC
Murder/Non-negligent manslaughter	0	0	0	0	0	0
Negligent manslaughter	0	0	0	0	0	0
Rape	0	0	0	0	0	0
Sex offenses-Forcible <i>*1 Report Unfounded</i>	0	0	2	0	0	0
Sex offenses- Non-Forcible	0	0	0	0	0	0
Fondling <i>*1 OC</i>	1*	0	N/A	N/A	0	0
Incest	0	0	0	0	0	0
Statutory rape	0	0	0	0	0	0
Robbery	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0
Burglary <i>*1 OC</i>	1	0	0	0	0	0
Motor vehicle theft	0	0	0	0	2	0
Arson	0	0	0	0	0	0
Domestic Violence	0	0	0	0	0	0
Dating Violence <i>*1 OC</i>	1*	0	0	0	2	0
Stalking <i>*1 OF 1 OC</i>	2*	0	1	0	2	0
ESSEX – Hate Crimes	2015	2015	2013	2013	2014	2014
Murder/Non-negligent manslaughter	0	0	0	0	0	0
Sex offenses-Forcible	0	0	0	0	0	0
Sex offenses- Non-Forcible / Fondling	0	0	0	0	0	0
Incest	0	0	0	0	0	0
Statutory rape	0	0	0	0	0	0
Robbery	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0
Burglary	0	0	0	0	0	0
Motor vehicle theft	0	0	0	0	0	0
Arson	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0
Larceny – theft	0	0	0	0	0	0
Intimidation	0	0	0	2	0	0
Destruction/damage/vandalism of property	0	0	0	0	0	0
Arrest/Persons Referred for Campus Discipline	2015	2015	2013	2013	2014	2014
Liquor Law	0	0	1	1	1	0
Drug Related <i>*1OC</i>	1*	0	4	8	8	0
Weapons	0	0	1	1	0	0

**CCBC Essex
2015 Clery Offenses**

Offense	Location	BCPD#	CCBC DPS#	Date
Burglary <i>Storage shed on property perimeter broken into</i>	On-Campus	None	1504-00138	04/13/2015
Drug Related <i>Student referred to Student Conduct for smell of burning marijuana</i>	On-Campus	None	1504-00173	04/30/2015
Stalking <i>Student stalking another student via social media and following her to work</i>	Off-Campus	None	1504-00143	04/21/2015
(Unfounded) Sexual Assault – Forcible <i>Student suffered head injury on-campus and suffered a flashback due to past trauma. No crime occurred (per BCPD Investigation & finding)</i>		Unknown	1505-00185	05/14/2015
Dating Violence <i>Boyfriend/girlfriend argument resulting in a minor assault. No charges placed.</i>	On-Campus	None	1505-00188	05/14/2015
Stalking <i>Ex-boyfriend sending text messages to female Student, driving by her workplace</i>	On-Campus	None	1509-00294	09/03/2015
Sex Offense – Fondling <i>Unwelcome sexual contact among two students</i>	On-Campus	None	1509-00335	09/25/2015

CCBC HUNT VALLEY	2015	2015	2013	2013	2014	2014
Criminal Offenses	DPS	SC	DPS	SC	DPS	SC
Murder/Non-negligent manslaughter	0	0	0	0	0	0
Negligent manslaughter	0	0	0	0	0	0
Rape	0	0	0	0	0	0
Sex offenses-Forcible	0	0	0	0	0	0
Sex offenses- Non-Forcible	0	0	0	0	0	0
Fondling	0	0	0	0	0	0
Incest	0	0	0	0	0	0
Statutory rape	0	0	0	0	0	0
Robbery <i>*1 OF</i>	1	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0
Burglary	0	0	0	0	0	0
Motor vehicle theft	0	0	0	0	0	0
Arson	0	0	0	0	0	0
Domestic Violence	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0
Stalking	0	0	0	0	0	0
CCBC HUNT VALLEY - Hate Crimes	2015	2015	2013	2013	2014	2014
Criminal Offenses						
Murder/Non-negligent manslaughter	0	0	0	0	0	0
Negligent manslaughter	0	0	0	0	0	0
Rape	0	0	0	0	0	0
Sex offenses-Forcible	0	0	0	0	0	0
Sex offenses- Non-Forcible / Fondling	0	0	0	0	0	0
Incest	0	0	0	0	0	0
Statutory rape	0	0	0	0	0	0
Robbery	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0
Burglary	0	0	0	0	0	0
Motor vehicle theft	0	0	0	0	0	0
Arson	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0
Larceny theft	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0
Destruction/damage/vandalism of property	0	0	0	0	0	0
Arrest/Persons Referred for Campus Disciplinary Action	2015	2015	2013	2013	2014	2014
Liquor Law	0	0	0	0	0	0
Drug Related	0	0	0	0	0	0
Weapons	0	0	0	0	0	0

CCBC Hunt Valley Center
2015 Clery Offenses

Offense	Location	BCPD#	CCBC DPS#	Date
Robbery	Off-Campus	151021648	None	04/12/2015
<i>A store clerk at the Royal Farms store adjacent to campus was the victim of a strong-arm robbery. A suspect was arrested and the case was closed. There was no impact on CCBC students or staff.</i>				

CCBC OWINGS MILLS	2015	2015	2013	2013	2014	2014
Criminal Offenses	DPS	SC	DPS	SC	DPS	SC
Murder/Non-negligent manslaughter	0	0	0	0	0	0
Negligent manslaughter	0	0	0	0	0	0
Sex offenses-Forcible	0	0	0	0	0	0
Sex offenses- Non-Forcible	0	0	0	0	0	0
Incest	0	0	0	0	0	0
Statutory rape	0	0	0	0	0	0
Robbery	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0
Burglary	0	0	0	0	0	0
Motor vehicle theft	0	0	0	0	0	0
Arson	0	0	0	0	0	0
Domestic Violence *1 OC	1	0	0	0	0	0
Dating Violence	0	0	0	0	0	0
Stalking	0	0	0	0	0	0
OWINGS MILLS - Hate Crimes	2015	2015	2013	2013	2014	2014
Criminal Offenses	0	0	0	0	0	0
Murder/Non-negligent manslaughter	0	0	0	0	0	0
Negligent manslaughter	0	0	0	0	0	0
Sex offenses-Forcible	0	0	0	0	0	0
Sex offenses- Non-Forcible	0	0	0	0	0	0
Incest	0	0	0	0	0	0
Statutory rape	0	0	0	0	0	0
Robbery	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0
Burglary	0	0	0	0	0	0
Motor vehicle theft	0	0	0	0	0	0
Arson	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0
Larceny	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0
Destruction/damage/vandalism of property	0	0	0	0	0	0
Arrest/Persons Referred for Campus Disciplinary Action	2015	2015	2013	2013	2014	2014
Liquor Law	0	0	0	0	0	0
Drug Related	0	0	0	0	0	0
Weapons	0	0	0	0	0	0

CCBC Owings Mills Center
2015 Clery Offenses

Offense	Location	BCPD#	CCBC DPS#	Date
Domestic Violence	Off-Campus	None	1508-00272	08/12/2015

CCBC RANDALLSTOWN	2015	2015	2013	2013	2014	2014
Criminal Offenses	DPS	SC	DPS	SC	DPS	SC
Murder/Non-negligent manslaughter	0	0	0	0	0	0
Negligent manslaughter	0	0	0	0	0	0
Sex offenses-Forcible	0	0	0	0	0	0
Sex offenses- Non-Forcible	0	0	0	0	0	0
Fondling	0	0	0	0	0	0
Incest	0	0	0	0	0	0
Statutory rape	0	0	0	0	0	0
Robbery	0	0	0	0	2	0
Aggravated Assault	0	0	0	0	0	0
Burglary	0	0	0	0	0	0
Motor vehicle theft	0	0	0	0	0	0
Arson	0	0	0	0	0	0
Domestic Violence	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0
Stalking	0	0	0	0	0	0
CCBC RANDALLSTOWN - Hate Crimes	2015	2015	2013	2013	2014	2014
Criminal Offenses						
Murder/Non-negligent manslaughter	0	0	0	0	0	0
Sex offenses-Forcible	0	0	0	0	0	0
Sex offenses- Non-Forcible / Fondling	0	0	0	0	0	0
Incest	0	0	0	0	0	0
Statutory rape	0	0	0	0	0	0
Robbery	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0
Burglary	0	0	0	0	0	0
Motor vehicle theft	0	0	0	0	0	0
Arson	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0
Larceny - theft	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0
Destruction/damage/vandalism of property	0	0	0	0	0	0
Arrest/Persons Referred for Campus Disciplinary Action	2015	2015	2013	2013	2014	2014
Liquor Law	0	0	0	0	0	0
Drug Related	0	0	0	0	0	0
Weapons	0	0	0	0	0	0

Appendix B – Emergency Medical Facilities and Community Resources

Baltimore County Crisis Response System (CRS)

Mental health crisis hotline 410-931-2214

24-hours, 7 days a week community hotline for mental health emergencies and information and referral responses to the entire county. It is staffed by mental health professionals.

Provides a telephone triage and intervention, a Mobile Crisis Team, in-home intervention for families, face-to-face evaluation of needs, community education, and linkage to community treatment and support.

Franklin Square Hospital Center

9000 Franklin Square Drive

Baltimore, Maryland 21237-3998

443-777-7000, TTY: 443-777-7950; Emergency Department: 443-777-7046, TTY: 443-777-7994

Good Samaritan Hospital

5601 Loch Raven Boulevard

Baltimore, Maryland 21239

443-444-4000 or 443-444-8000, Emergency Department: 443-444-3830

Greater Baltimore Medical Center (GBMC)

6701 North Charles Street

Towson, Maryland 21204

443-849-2000; Emergency Room: 443-849-2225

Johns Hopkins Bayview Medical Center

4940 Eastern Avenue

Baltimore, Maryland 21224

410-550-0100, TTY:410-550-0316; Emergency Department: 410-550-0350

Maryland Poison Center

1-800-222-1222, TTY: 410-706-1858

24-hours, 7 days a week provides emergency triage and treatment information by phone for all types of poisoning or overdose cases involving all types of poisoning, including accidental exposures, bites, stings and industrial accidents, ocular, dermal and inhalation exposure.

Referral for extended care may be made to any hospital in the area. Emergency calls are handled by pharmacists and registered nurses.

Northwest Hospital Center

5401 Old Court Road

Randallstown, Maryland 21133

410-521-2200, TTY: 410-521-2531

Saint Agnes Hospital

900 Caton Avenue

Baltimore, Maryland 21229-5299

410-368-6000; Emergency Care: 410-368-2000; TTY: 410-368-2001

Saint Joseph Medical Center

7601 Osler Drive

Towson, Maryland 21204

410-337-1000, TTY: 410-337-1671; Emergency Department: 410-337-1226

Psychiatric consultants provide emergency psychiatric evaluations in the Emergency Department. For information call 410-337-1580.

Sheppard Pratt Health System

6501 North Charles Street

Towson, Maryland 21285-6815

410-938-3800 or 410-938-3000; **Therapy Referral Service**: 410-938-5000 or 410-938-3800 after hours; TTY: 410-938-3075

An Urgent assessment can be arranged by the **Admissions** office at 410-938-3800. Therapy Referral Service (TRS) is a free, confidential telephone service that will provide referral information for programs and locations within the Sheppard Pratt System in addition to other community mental health resources. TRS is not a counseling hotline.

Sinai Hospital of Baltimore

2401 West Belvedere Avenue

Baltimore, Maryland 21215-5271

410-601-9000, TTY: 410-601-4900; Emergency Center: 410-601-8800, TTY: 410-601-5247

Patients identified as needing emergency psychiatric evaluation are assessed and referred to the appropriate level of care.

Hotlines:

211 Maryland at First Call for Help - United Way of Central Maryland

Dial 211 (available to Verizon landline and wireless customers) **or 410-685-0525** (Greater Baltimore area); 1-800-492-0618 toll free throughout Maryland

TTY: 410-685-2159 (Monday-Friday 8:30 am to 4:30 pm. All other hours dial Maryland Relay 711.)

Experienced staff members help callers explore their problems and connects them of the public, nonprofit and private community resources that can help with their situation. This service is free and confidential. Callers may remain anonymous. Available 24 hours a day, 7 days a week.

Alcoholics Anonymous

410-663-1922

24-hours, 7 days a week answering service for those seeking help with a drinking problem.

American Red Cross of Central Maryland

Disaster Relief or Emergency Assistance: 410-624-2040; Office: 410-624-2000

Emergency communication and assistance to military families, 1-888-737-4306

24-hours, 7 days a week free emergency assistance to victims of fires, storms, and other disasters. The Red Cross provides emergency communications and assistance to members of the United States Armed Forces and their families.

Baltimore Area Al-Anon Information Service

410-832-7094

24-hours, 7 days a week answering service to help the family and friends of the problem drinker.

Baltimore County/Carroll County Sexual Assault/ Domestic Violence Hotline

410-828-6390

24-hours, 7 days a week hotline for sexual assault, rape and domestic violence victims who need information and referrals for services offered in the Baltimore and Carroll County areas. Trained counselors offer crisis counseling and safety planning. The Hotline assists domestic violence victims seeking shelter, or in need of a victim advocate and/or legal options. Assists rape and sexual assault victims requesting a companion to accompany them to the emergency room.

Baltimore County Department of Social Services

410-853-3000

24-hours, 7 days a week referral line to connect you to a wide range of services and people who can best help you. Administers public social services for County residents. Administers public assistance to Baltimore County residents. Administers the Fuel Assistance Program for Baltimore County. Services include foster care for adults and children, adoption, services to pregnant and parenting teens, homeless services, and more. All reports of suspected child or adult abuse and neglect, as well as all requests for services to families, adults or adolescents are handled by this unit.

Childhelp - National Child Abuse Hotline

1-800-4-A-CHILD (1-800-422-4453)

A nationwide service that provides confidential, assistance 24-hours, 7 days a week to children who are being abused and want help, to frustrated parents who are about to lose control and need help, to adults and children needing a local telephone number to report cases of abuse and to adult survivors of child abuse who are feeling unsafe or suicidal.

Family StressLine - The Family Tree

1-800-243-7337; Main Office 410-889-2300

24-hours crisis, 7 days a week hotline staffed by trained volunteers which provides support, crisis intervention and resource information about stress management and child behavior management for family members during times of crisis and stress. The Family StressLine serves the entire state of Maryland. This is a service of The Family Tree, which is dedicated to strengthening families and preventing child abuse and neglect through education and support.

Grassroots Crisis Intervention Center Inc.

410-531-6677, 1-800-422-0009 (Maryland Crisis Hotline)

Local crisis intervention services, including suicide, are available 24-hours a day, 7 days a week. Professional counseling staff will listen, provide support and make referrals. Crisis intervention counseling is available by phone or in person for anyone in need of immediate assistance with a personal, situational, or mental health crisis. Services are free of charge and confidential. Additional services include in-house and cold weather shelter.

Maryland Center for Missing and Unidentified Persons

If a child goes missing, immediately call 911. Then call 1-800-MDS-KIDS (637-5437), an answering machine is available after hours or in an emergency situation call the Maryland State Police Headquarters at 410-653-4200

The Center provides assistance and supports the State Police and all law enforcement agencies nationwide in locating a missing child. The Center produces posters of the missing child for immediate dissemination and coordinates a nationwide response by working closely with other Missing Children Clearing Houses nationwide.

Maryland Crisis Hotline

1-800-422-0009

A confidential 24-hours, 7 days a week, toll free hotline designed to meet the needs of individuals in crisis. The Hotline works from anywhere in Maryland, providing immediate assistance from trained local crisis intervention counselors who are familiar with the available resources in the county in which the person resides. Provides help for problems such as suicide intervention, drug and alcohol abuse, physical and sexual abuse, depression, loneliness, relationship difficulties and many other issues.

Narcotics Anonymous

1-800-317-3222

24-hours, 7 days a week service for those individuals for whom drugs had become a major problem.

National Center for Missing and Exploited Children

1-800-THE- LOST or 1-800-843-5678

Operates 24-hours toll free hotline for reporting leads on missing children. Provides assistance to families and law enforcement for missing child cases; provides online location for reporting Internet child sexual exploitation.

National Domestic Violence Hotline

1-800-799-SAFE (7233), TTY 1-800-787-3224.

24 hours, 7 days a week hotline available for victims and anyone calling on their behalf to provide crisis intervention, safety planning, information and referrals to agencies in all 50 states, Puerto Rico and the U.S. Virgin Islands. Assistance is available in English and Spanish with access to more than 140 languages through interpreter services.

National Hopeline Network

1-800-SUICIDE (784-2433)

Trained crisis line workers answer calls from people who are depressed or suicidal, or those who are concerned about someone else. Available 24 hours a day, 7 days a week.

National Runaway Switchboard

1-800-RUNAWAY (1-800-786-2929)

Confidential and free 24 hours, 7 days a week telephone service for youth 21 years and under and their parents, that does not tell you what to do or give out advice. The aim is to help you work through problems and find a plan of action. They can help you get a message to your parents even while you're on the run. Assists with food, shelter, counseling, medical or legal help, or a ticket home. The Switchboard provides crisis intervention, information & referral, and conferencing services to youth and their families through national and local telephone switchboards.