

Hampshire College

Annual Security and Fire Safety Report For Calendar Year 2012



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(413) 559-5424**



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A Note to Our Readers:

This report has been prepared to comply with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act. This document is available online on the Campus Police website. This report is prepared in cooperation with the local law enforcement agencies surrounding our main campus and non-campus property sites, the offices of student services, health services and outdoor programs and recreational athletics. Each entity provides updated information on their educational efforts and programs to comply with the Act.

Campus crime, arrest and referral statistics include those reported to the Campus Police Department, designated campus officials (including but not limited to directors, deans, department heads, etc.) and to local law enforcement agencies.

If you have any questions about anything contained in this report, please contact the Campus Police Department at x5424 (dial (413) 559-5424 from off campus or from a cell phone).

Attention Users of Cellular Phones

In order to report an emergency promptly from your cellular phone, program the Campus Police Department phone number into your phone: **(413) 559-5424**.

Note that many providers require you to dial the area code even if your phone number is within the same area code.

Statement of Non-Discrimination

Hampshire College does not discriminate on the basis of race, age, color, national origin, religion, sex (including sex stereotyping), sexual orientation, gender identity and expression, disability, genetic information, or military service in the admission of students; administration of its educational policies, scholarships, and loan programs; and athletic and other College-administered programs.

Bias Based Profiling Policy

It is the policy of this department that, except in "suspect specific incidents," Campus Police Officers are prohibited from considering the race, gender, national or ethnic origin, sexual orientation, or disability of members of the public in deciding to detain a person or stop a motor vehicle and in deciding upon the scope or substance of any law enforcement action.

Hampshire College Campus Police Department

2013 - 2014

From the Campus Police Department

The Campus Police Department welcomes you to this new academic year at Hampshire College. Each student, faculty member, and staff member enriches this community in many ways, including the way Hampshire looks out for itself. The Campus Police Department hopes you will join in becoming part of a network of responsibility for everyone's well-being through small, routine gestures.

The Campus Police Department is the police force for the College community. It consists of professionally trained law enforcement officers and community service officers who keep current in the field through continuing education. All members of the department are trained in problem solving and in being as helpful as possible in a range of activities. Campus Police listens to feedback from and collaborates with individuals and organizations in a lattice of support and protection sustaining the Hampshire College community.

The Hampshire College Campus Police Department is accredited by the Massachusetts Police Accreditation Commission, Inc. The department remains one of only a handful of campus, municipal and specialized departments to achieve this status. This is a testament to the high quality and professionalism of the department's staff.

This booklet explains the authority, mission, and policies of the Campus Police Department, along with campus crime statistics to comply with both federal and state laws. We hope you will not only read it carefully but also keep it handy for reference.

Mission Statement

Our Mission is to work in partnership with all the members of our communities to foster a relationship of trust and cooperation in order to provide a safe and welcoming environment that is consistent with the values and goals of our college communities. The Department will accomplish this mission through its commitment to community policing, an organizational culture that respects and protects the civil rights of all individuals, adherence to the principles of accountability and transparency and the retention and professional development of our personnel.

Vision Statement

The Department is committed to being an outstanding organization and a leader among campus police departments by hiring and promoting talented officers and professional staff, employing the highest standards of accountability, performance, progressive policing strategies, and reflecting the institutional values of the three colleges it serves.

The Department strives to adhere to the highest standards and reflect the diversity of its community members. The members of our communities and the officers and professional staff of the campus police must be united in their commitment to addressing crime, social justice, and quality of life issues by engaging one another in problem-solving partnerships.

Campus policing strategies and programs will be driven by accurate, timely and reliable information supplied by state-of-the-art technologies and sustained through the Department's engagement of all of our colleges' diverse populations and organizations.

The Department strives to maintain the trust and confidence of community members by actively engaging with the students, staff, faculty and guests of the colleges we serve. The Department seeks to make its policies and operations as transparent as possible. When there are complaints involving the campus police, both the community members and the officers are best served by a system of accountability that is expeditious and fair to all involved.

To implement this vision, the Department must reward the hard work, initiative, and dedication demonstrated by its employees, and must offer professional development and career opportunities for advancement and retention. This will ensure that employees see the department as a career and strive to become our next generation of leaders.

The Campus Police Department's Enforcement Authority

The Campus Police Department enforces the Massachusetts General Laws and protects life and property on campus by providing law enforcement and security and by responding to emergencies. Charged with protecting the rights of all members of the College community, officers are authorized under Massachusetts General Law 22C, Section 63, to enforce federal and state laws and have the power to arrest, just like any other police force in Massachusetts. The Hampshire College Campus Police Department has back-up aid from and telephone and radio contact with the Amherst Police Department. The Amherst Police are notified of any major incidents that occur on campus; this is based on an unwritten agreement with the Amherst Police Department. Under Massachusetts law, the State Police are notified of any death on campus and can have jurisdiction over any criminal incident that occurs on campus. Generally, Campus Police handles most if not all criminal incidents that occur on Hampshire College property. The Amherst Fire Department responds to fire and medical emergencies as a supplement to Campus Police services.

Campus Police at a Glance

The Campus Police Department is in the Johnson Library at the loading dock in the center of campus. Business Office hours are Monday – Friday 8:30 am – 4:00 pm. Campus Police Officers and dispatchers are on duty 24 hours a day, 365 days a year.

Hampshire College Campus Police is part of a three-college Campus Police department collaborative, having combined its resources with the Mount Holyoke and Smith College Campus Police departments. The numbers of staff listed below are stationed primarily at Hampshire College, but additional patrol and administrative resources are available through this collaborative.

- **Officers** (full- and part-time) certified as Special State Police officers with full arrest authority. This includes the Chief, Deputy Chief, Lieutenants and Sergeants (plus part-time on-call staff).
- **Administrative Support Personnel:** provide office coverage and support to the Campus Police and Parking Offices.
- **Student EMTs** team members are students certified as EMTs interested in the health professions who assist the department with medical emergencies. EMT Team members are on call during the academic year.

Central Dispatch

The three colleges utilize a central dispatch center which provides dispatch services to all three campuses 24 hours a day, 365 days per year. Dispatchers monitor fire, intrusion and environmental alarms, card access systems, and radio and phone traffic for the department. The Center is staffed by 9 full- and part-time dispatchers and is augmented by on-call dispatchers.

How to Report a Crime

The College strongly encourages every member of the community—faculty, staff, students, and visitors—to report any crime promptly. To report a crime or emergency, members of the community should call the Campus Police Department. Professionally trained officers are available for emergency response 24 hours a day, seven days a week, 365 days a year.

For campus emergencies, dial **1-911**, 24 hours a day. For non-emergencies dial x5424 on campus or 413-559-5424 from off campus (cell phone users should dial this number for emergencies as well). Blue-light phones located strategically around the campus connect directly with Campus Police and are available for use in emergencies. Calls to Campus Police (x1-911, x5424, and the blue-light phones) are recorded.

Criminal offenses can also be reported to the Student Services deans, and professional house staff and those statistics are included in Clery Act reporting. Students may also report incidents to Counselor Advocates, their advisor or other employees with which the student has a relationship; however, these statistics are not included in Clery Act reporting. In order to assure investigation of crimes on campus, even if a student reports to another staff member, we encourage them to also report the incident to Campus Police.

Professional and pastoral counselors are exempt from the requirement to report crimes to Campus Police when that information is received by them while they are acting in that pastoral or counseling role. However, they are encouraged, if and when they deem it appropriate, to inform persons being counseled of the procedures to report crimes on a voluntary basis for inclusion into the annual crime statistics.

Confidential Reporting Policy

Every year the Campus Police Department is responsible for preparing and posting an annual security report containing security policies and statistics. The College has a policy to accept third-party anonymous reports of sexual assault on a standard form available in the Office of the Dean of Students, the Health Center, and at Campus Police. The form is forwarded to Campus Police for inclusion in the annual security report. Remember that all employees, except where confidentiality is governed by law, should report to Campus Police any criminal incidents brought to their attention. The survivor's name is not required. This allows Campus Police to have accurate records of the number of incidents involving members of the community, to include those statistics in our annual Safe & Sound security report, and to alert the community if there is a potential of danger.

Although the College recognizes the importance of confidentiality, federal law requires us to record and act upon certain information affecting the safety of the entire community. The Campus Police Department operates under federal and Massachusetts general laws and has statutory requirements imposed for confidentiality, privacy, and public disclosure of investigatory material. As a general matter of law, the department must acknowledge that an alleged crime has been reported and release basic information about location and time of occurrence. Disclosure of this information is always done so as to protect the victim's privacy.

Operation Campus Watch

Operation Campus Watch is an informal partnership between Campus Police and the rest of the Hampshire community to work together to prevent crime. Keep Campus Police apprised of what you see and hear, and call immediately if you notice anything suspicious.

Call Campus Police if you see...

- Report anyone trying to open car doors or suspiciously tampering with a motor vehicle.
- Suspicious vehicles parked with the motor running.
- Damaged doors or windows in residence halls or other buildings.
- Loiterers in dark or secluded areas.
- Someone peering into or trying to open windows.
- Someone displaying a weapon.

- A stranger carrying articles like appliances or luggage out of residence halls or other buildings.

Call Campus Police if you hear...

- Someone screaming.
- Breaking glass.
- A stranger trying to enter your building.
- A call for police.
- A call for help.
- Loud or obscene shouting indicating a disturbance.
- An explosion or gunshots.
- If you notify Campus Police, the dispatcher will send officers (and ambulances, if necessary) to any section of the campus. Please try to have the following information for the dispatcher:
- What you see or hear.
- The address or location of the incident.
- The number of people involved.
- A description of the people involved.
- License numbers and descriptions of cars involved.
- The direction of fleeing suspects.
- Your name and address (if you wish to give it).

For Your Information - Other Resources

In addition to this booklet, several College documents provide details on Hampshire College's safety and security policies. Anyone seeking this information is urged to contact the Dean of Students Office, Central Records, the Office of Community Leadership & Activities, the Office of Human Resources, and the Housing Office.

- Student Handbook
- Staff Handbook
- Faculty Handbook
- the College's guidelines and procedures for grievances
- the department's Web site at <http://www.hampshire.edu/studentlife/1831.htm>

Campus Police would like to bring a crime prevention program to your residence hall, campus organization, or department office. Please call us at x5424 to set up a program.

Campus Security Authorities

The Campus Police Department is the campus agency required to compile Clery Act crime statistics for incidents reported on campus. While the Department encourages victims to report crimes occurring on the campus directly to Campus Police, we also collect crime data from other administrators on campus who are required to report crime statistics to the Campus Police Department for inclusion in the Annual Clery document as well as for the issuance of Safety Alerts (see below). Such designated "Campus Security Authorities" are defined in the Clery Act as "any individual who has responsibility for campus security but who does not constitute a campus police or security department...or who has significant responsibility for student and campus activities." This includes the Dean of the College, Dean of Students, Director of Residence Life, Director of Athletics, Director of Student Programs and as well as a number of other program directors. All crimes reported to these Campus Security Authorities are then reported to the Campus Police Department for inclusion in statistics and for review for the need for a timely notice of a crime reported on campus. This report is made to the Campus Police Department regardless of whether the victim chooses to file a report with the Campus Police

Department or press charges, but can be reported confidentially to allow the statistic to be maintained and an alert to be issued if it would benefit the community to do issue the notice.

Professional and pastoral counselors are exempt from the requirement to report crimes to Campus Police when that information is received by them while they are acting in that pastoral or counseling role. However, they are encouraged, if and when they deem it appropriate, to inform persons being counseled of the procedures to report crimes on a voluntary basis for inclusion into the annual crime statistics.

Campus Crime Statistics Reporting Policies

Preventing crime and protecting life and property on campus is a priority. To maintain and provide accurate information, under the federal Crime Awareness and Campus Security Act of 1992, amended in 1998 and 2008, and Massachusetts General Law Chapter 6, Section 168C, the Campus Police Department documents reports of crimes that occur on campus according to the Federal Bureau of Investigation Uniform Crime Reporting (NIBRS edition) Hate Crime Data collection guidelines and standards.

The Department submits its Clery Crime data to the Department of Education website. Data from our institution and others throughout the U.S. is available online at <http://ope.ed.gov/security/>.

Additional crime reports are forwarded monthly to the Massachusetts State Police Crime Reporting unit that then forwards them to the FBI. A copy of these statistics, which are contained in the annual security report, are available by request to every prospective Hampshire student and prospective employee from the Campus Police Department during normal business hours and anytime on the department's World Wide Web page at <https://www.mtholyoke.edu/campuspolice>. Finally, the department reports all felonies occurring on campus to the state police. As a crime prevention measure, the Campus Police Department's policy is to provide as much information as possible to inquiries about campus crime. The daily Campus Police logs detail calls (including nature of the calls, dates, times, general locations, and dispositions, if known), responses, and incident reports for crimes that occur on campus or within the patrol jurisdiction of the Campus Police Department that are reported. When changes in incident case statuses are known, the log will reflect such changes within two business days. In instances where the release of information would result in an adverse effect—such as jeopardize an ongoing criminal investigation or the safety of an individual, affect an individual's right to privacy, cause a suspect to flee or evade detection, or result in the destruction of evidence—information will not be released. However, once the adverse effect is no longer likely to occur, information will be released in the daily log consistent with existing state and federal laws.

The Campus Police Department is the campus agency required to compile Clery Act crime statistics for incidents reported on campus.

Crimes in or on Non-Campus Buildings or Property

The College does not recognize any student organizations that control or own any buildings or property off campus. Campus crime statistics include incidents that occurred at non-campus property.

Harassing Phone Calls

It is against Massachusetts law to make harassing telephone calls. Federal law also prohibits the making of obscene or harassing phone calls in interstate or international communications. If you are threatened over the phone, notify Campus Police immediately. You can discourage or dissuade someone who harasses you over the telephone by taking the following steps.

Hang up if the person does not respond when you say "hello."

Hang up if the caller does not give satisfactory identification. Never give out personal information such as credit card numbers or survey responses to someone who has not given satisfactory identification. If someone claims to be conducting a survey, get the person's name and the phone number of the agency and say you will call back. Verify the number before returning the call.

Hang up at the first utterance of an obscenity.

Hang up without slamming the receiver or saying anything. Don't give the caller the satisfaction of an audience or any sign that you are annoyed. If the calls persist, one right after another, take the following steps.

- Take the phone off the hook.
- Blow a whistle into the receiver.

Domestic Violence

Domestic violence can happen to anyone at any time in any type of relationship. Campus Police is available to assist victims of on- and off-campus domestic violence. Officers are trained to respond to victims' needs, especially by helping them obtain restraining orders from the courts to prevent further violence. If someone is harming you, call Campus Police for help. Hampshire Health Services and the Victim Advocates at the Hampshire District Court are also resources.

Rape and Other Sexual Assault

Hampshire College complies with the Federal Higher Education Amendments of 1992 (Public Law 102-325), 1998 and 2008, which contain provisions requiring colleges to develop and disseminate sexual assault policies. It is crucial that survivors report crimes of sexual assault so that the offenders can be apprehended and kept from repeating their actions.

The Hampshire Campus Police Department has provided its officers specialized training in handling and investigating such offenses. Campus Police officers will assist survivors of rape and sexual assault by obtaining medical attention for any injuries, fully investigating the incident, and serving as a liaison with the Amherst Police Department and the District Attorney's office. College personnel, including the sexual offenses services counselor, deans, Student Life staff and Campus Police officers will assist survivors in notifying appropriate law enforcement authorities upon request. College staff will also advise survivors of their rights to counseling and other services offered by the College and the community.

Survivors are involved in all decisions about proceeding with criminal charges. The victim's name in all reports of sexual assault is kept confidential, by Massachusetts law, and will not be released without her or his permission. However, under Title IX requirements, Campus Police must inform the Title IX Coordinator of a report of a sexual offense, and the College is obligated to investigate. If a sex offense occurs on campus, contact the Campus Police Department. All College officials, including deans, and house directors, will notify Campus Police personnel if they receive a report of a sexual assault. The Campus Police Department has been designated to report those centralized statistics to the community.

Confidential, sensitive care, examination, and treatment are available 24 hours a day at Hampshire College Health Services, the hospital, or other medical facilities. Note that the College Health Services is open Monday-Friday: 8:30 - 5 p.m. whenever school is in session. The Campus Police dispatcher can assist a survivor or friend in determining current hours and other options by dialing x5424 (x5555 for emergencies.) An important part of the criminal investigation is the collection of physical evidence. Survivors should go to the Health Center or hospital as soon as possible after the incident (without showering, douching, or changing first, although they should bring a change of clothes if possible). The evidence will be used *only if the survivor chooses to prosecute*. Campus Police is always available for campus transport of sexual assault or rape survivor.

Resources for Survivors of Sexual Assault

- Campus Police officers (both men and women) trained to assist victims and investigate sexual assaults
- The Amherst Police Department
- Hampshire' Sexual Offenses Counselor
- Hampshire College Sexual Offense and Relationship Violence Crisis Hotline 413.559.5527
- Hampshire College Health Services
- University Health Services
- Title IX Coordinator and Title IX Deputy Coordinator for Students
- Student Life staff

- [Center for Women and Community](#) (formerly the Everywomen's Center) - Counselor/Advocate Program provides free and confidential crisis services in Hampshire County and the Five College Community. Supports survivors of rape, sexual assault, stalking, domestic violence, emotional, psychological and verbal abuse
- [Massachusetts Office of Victim Assistance](#) – One of MOVA's most important functions is to provide direct assistance to crime victims
- Jane Doe Inc. – The Massachusetts Coalition Against Sexual Assault and Domestic Violence
<http://www.janedoe.org/>
- Victim/witness advocates at the district attorney's office in Northampton

After an alleged offense the college will take interim measures to protect the parties involved. These may include no contact directives, changes in class or work schedules, changes in housing, interim suspension, or other measures as necessary. Students who request assistance in changing their academic or living situation after an incident of sexual assault will receive appropriate and reasonably available accommodations. Requests for these changes are coordinated through the Title IX Deputy Coordinator for Students, and Campus Police may serve as a liaison. Someone from the Office of the Dean of Students is available 24 hours a day to respond to a crisis when school is in session. The Title IX Deputy Coordinator for Students will also help a victim who needs academic assistance by working with an academic dean and residence hall assistance by working with the Department of Residence and Housing.

The Campus Police Department, in cooperation with residence life staff, makes sexual assault awareness programs available to every residence hall and student group. Workshops on self-defense, Rape Aggression Defense (RAD), crime awareness, and rape prevention are regularly offered on campus. Rape awareness information is included as part of first-year orientation.

College Conduct and Disciplinary Procedures for Criminal Acts

All criminal acts, including sexual assaults, that occur on the Hampshire campus will be investigated by campus police. Criminal acts including sexual assaults allegedly committed by a Hampshire student can be reported to and adjudicated by the College grievance policy. During a College on-campus disciplinary case, the accuser and the accused are entitled to the same opportunities to have others present during the disciplinary hearing. The College, when advised of a sexual assault, may take interim disciplinary action to protect the College Community. Examples of interim actions include temporary housing reassignments, no contact orders, or suspension. Both parties are informed of the outcome of any campus disciplinary proceeding. Sanctions arising out of a campus disciplinary proceeding alleging a sexual assault (including acquaintance sexual assault) or other sex offense (forcible or non-forcible) include but are not limited to suspension or expulsion from the College.

In cases involving potential criminal conduct, college personnel will determine, consistent with state and local law, whether appropriate law enforcement or other authorities should be notified. Criminal acts, including sexual harassment, which includes sexual assault, reported to campus police and alleged to have been committed by a Hampshire student will be referred to the college student conduct system and fully investigated under Title IX. In the case of an alleged sexual assault, both the accuser and accused have the right to be notified in writing about the outcome of the judicial hearing and any sanctions imposed.

The college will take interim measures to protect the safety of the survivor and the college community once the college is made aware of sexual harassment, including a sexual assault, occurring on campus. If the survivor or the district attorney chooses to pursue criminal charges based on the complaint of harassment or assault, the college may temporarily delay the fact-finding portion of its Title IX investigation. Criminal acts allegedly committed by a Hampshire employee can be reviewed under the College's Human Resources disciplinary policies. However, in cases of a concurrent criminal prosecution, the College may take disciplinary action to protect the College community regardless of the outcome. Although the criminal case will lead to a conclusion, the College may take disciplinary action to protect the College community regardless of the outcome. Sanctions arising out of an employee disciplinary proceeding alleging a rape (including acquaintance rape) or other sex offense (forcible or non-forcible) include but are not limited to termination of employment.

Sexual Offender Registry and Access to Related Information

The federal Campus Sex Crimes Prevention Act, enacted on October 28, 2000, went into effect October 28, 2002. The law requires institutions of higher education to issue a statement advising the campus community where law enforcement agency information provided by a state concerning registered sex offenders may be obtained. It also requires sex offenders already required to register in a state to provide notice to the state of each institution of higher education in that state at which the person is employed, carries on a vocation, or is a student.

In the Commonwealth of Massachusetts, convicted sex offenders must register with the state's Sex Offender Registry Board; this includes anyone enrolled at or employed by the College, even if they are registered in their home jurisdiction. The board was established pursuant to Massachusetts General Laws Chapter 6, Sections 178C–178F. The Sex Offender Registry Board classifies each registered offender into one of three categories (Level 1—considered a low-risk offender, Level 2—considered a moderate risk offender, and Level 3—considered a high-risk offender). Any member of the public who is at least 18 years of age may request sex offender information.

Massachusetts Sex Offender Registry Board

<http://www.mass.gov/eopss/agencies/sorb/>

The Sex Offender Registry Board is the state agency responsible for keeping a database of convicted sex offenders and classifying each offender so that the public may receive information about dangerous sex offenders who live or work in each community. The goal of the Sex Offender Registry is to educate the public and to prevent further victimization.

National Sex Offender Registry

<http://www.nsopw.gov/Core/Portal.aspx?AspxAutoDetectCookieSupport=1>

This Web site is provided as a public service by the U.S. Department of Justice. Using this Web site, interested members of the public have access to and may search participating state Web site public information regarding the presence or location of offenders, who, in most cases, have been convicted of sexually-violent offenses against adults and children and certain sexual contact and other crimes against victims who are minors. The public can use this Web site to educate themselves about the possible presence of such offenders in their local communities.

CLERY ACT CRIMES 2010 – 2012

The following statistics on annual incidence rates are provided yearly and comply with the federal Crime Awareness and Campus Security Act of 1990, the Higher Education Amendments of 1992 and Massachusetts General Laws (1996) Chapter 6, Section 168C. These statistics, which conform to the FBI Uniform Crime Reporting System, vary pending outcomes of ongoing investigations. These statistics are compiled from all incidents reported to the Campus Police Department, as well as any third party reports forwarded by other campus officials, as well as any reported to police departments with concurrent jurisdiction over on campus and non-campus College property. They are compiled by the Campus Police Department.

Offense	Location	Year		
		2012	2011	2010
Clery Act Crimes				
Manslaughter & Non-Negligent Manslaughter	On Campus	0	0	0
	Residential Facilities (1)	0	0	0
	Non-campus (2)	0	0	0
	Public Property (3)	0	0	0
Negligent Manslaughter	On Campus	0	0	0
	Residential Facilities (1)	0	0	0
	Non-campus (2)	0	0	0
	Public Property (3)	0	0	0
Sex Offenses, Forcible (5)	On Campus	13	7	11
	Residential Facilities (1)	11	7	10
	Non-campus (2)	0	0	0
	Public Property (3)	0	0	0
Sex Offenses, Non-Forcible	On Campus	0	0	0
	Residential Facilities (1)	0	0	0
	Non-campus (2)	0	0	0
	Public Property (3)	0	0	0
Robbery	On Campus	1	0	0
	Residential Facilities (1)	1	0	0
	Non-campus (2)	0	0	0
	Public Property (3)	0	0	0
Aggravated Assault	On Campus	1	0	0
	Residential Facilities (1)	0	0	0
	Non-campus (2)	0	0	0
	Public Property (3)	0	0	0
Burglary	On Campus	11	5	16
	Residential Facilities (1)	11	3	12
	Non-campus (2)	0	0	0
	Public Property (3)	0	0	0
Motor Vehicle Theft	On Campus (6*)	1	0	1
	Residential Facilities (1)	0	0	0
	Non-campus (2)	0	0	0
	Public Property (3)	0	0	0
Arson	On Campus (7)	8	0	0
	Residential Facilities (1)	4	0	0
	Non-campus (2)	0	0	0
	Public Property (3)	0	0	0

Clery Act Crimes, Continued

Arrest & Referral Statistics		2012		2011		2010	
		Arrests	Referrals	Arrests	Referrals	Arrests	Referrals
Liquor Law Arrests	On Campus	0	2	0	10	1	40
	Residential Facilities (1)	0	2	0	10	0	35
	Non-campus (2)	0	0	0	0	0	0
	Public Property (3)	0	0	0	0	0	0
Drug Law Arrests	On Campus	0	11	0	0	0	5
	Residential Facilities (1)	0	11	0	0	0	5
	Non-campus (2)	0	0	0	0	0	0
	Public Property (3)	0	0	0	0	0	0
Weapons Law Arrests	On Campus	1	0	0	0	0	0
	Residential Facilities (1)	1	0	0	0	0	0
	Non-campus (2)	0	0	0	0	0	0
	Public Property (3)	0	0	0	0	0	0

Notes:

- (1) Campus residential incidents are a subset of the on-campus incidents total.
- (2) Non-campus property includes: any college-owned property not within the direct jurisdiction of the campus proper.
- (3) Public Property is the area immediately surrounding the campus, including the sidewalk on the campus side, the road, and the sidewalk on the non-campus side of the road.
- (4) Sexual assault statistics include Third Party and anonymous reports. Reports to medical and mental health providers as well as to pastoral professionals are not required to be reported to Campus Police.
- (5) One sexual assault reported in 2012 occurred in 2011.
- (6) A moped was stolen from outside a building in 2012.
- (7) The arson cases in 2012 were a string of cases in which small items, such as toilet paper rolls and signs, were burned on campus and in residential spaces.

Federal Law Bias Incidents

Beginning in 2000, campus police departments are required to report any crimes in the categories above that included any bias toward the victim's race, gender, religion, sexual orientation, ethnicity or disability. Note that other bias incidents reported to the Department not in these crime categories will be available elsewhere. Beginning in 2008, campus police departments must include in hate crime reporting the following additional categories of crimes if they have a bias component: larceny (theft), simple assault, intimidation, vandalism and other crimes involving bodily injury.

2012 Clery-Reportable Bias Incidents:

No incidents meeting the definitions of the Clery-reportable bias incidents.

2011 Clery-Reportable Bias Incidents:

No incidents meeting the definitions of the Clery-reportable bias incidents. However, there were three instances of vandalism that Campus Police investigated in which bias-associated language or symbols were involved. The cases could not, however, be determined to be targeted at a specific individual or group on campus.

2010 Clery-Reportable Bias Incidents:

Vandalism: 2 with a racial bias which occurred on campus; 1 with a gender bias which occurred in a residence hall
 Larceny (Theft): 1 with an ethnicity/national origin bias which occurred in a residence hall

Definitions of Clery Act Crimes

To aid in the understanding of the crimes reported in this document, we are providing the following definitions.

Homicide

Manslaughter by Negligence

The killing of another person through gross negligence.

Homicide-Murder and Non-negligent Manslaughter

The willful (non-negligent) killing of one human being by another.

Sex Offenses-Forcible

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

Forcible Rape

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

Forcible Sodomy

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

Sexual Assault with an Object

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

Forcible Fondling

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

Sex Offenses-Non-forcible

Unlawful, non-forcible sexual intercourse

Incest

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

Statutory Rape

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

Robbery

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

Aggravated Assault

An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by means likely to produce death or great bodily harm. (It is not necessary that injury result from an aggravated assault when a gun, knife, or other weapon is used which could and probably would result in serious personal injury if the crime were successfully completed.)

Burglary

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

Motor Vehicle Theft

The theft or attempted theft of a motor vehicle. (Classify as motor vehicle theft all cases where automobiles are taken by persons not having lawful access even though the vehicles are later abandoned including joyriding.)

Arson

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

Weapon Law Violations, Drug Abuse Violations, Liquor law violations

The law also requires that colleges and universities provide statistics for the following categories of arrest or referrals for campus disciplinary action (if an arrest was not made): Liquor law violation, drug law violation, and illegal weapons possession.

Weapons Law Violations

The violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, concealment, or use of firearms, cutting instruments, explosives, incendiary devices, or other deadly weapons.

Drug Abuse Violations

The violation of laws prohibiting the production, distribution, and/or use of certain controlled substances and the equipment or devices utilized in their preparation and/or use, including:

Drug/Narcotic Violations—The unlawful cultivation, manufacture, distribution, sale, purchase, use, possession, transportation, or importation of any controlled drug or narcotic substance.

Drug Equipment Violations—The unlawful manufacture, sale, purchase, possession, or transportation of equipment or devices utilized in preparing and/or using drugs or narcotics.

Liquor Law Violations

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

Hate Crimes

Hate crimes must also be reported by category of prejudice based on the following: Race, gender, religion, sexual orientation, ethnicity or disability. For the purpose of reporting the statistics with respect to the crime statistics that must be compiled in accordance under the categories of: On campus, non-campus building or property; Public Property; and Dorms/residential. Reportable hate crimes include crimes in the above categories with a bias component, as well as bias-involved larcenies (thefts), simple assault, intimidation, vandalism, and any other crime involving personal injury.

Campus Emergencies

Emergency Response

Any emergency should be promptly reported to Campus Police by dialing **1-911 or 5555** from a campus phone, or by cell phone dialing (413) 559-5424. Alert Campus Police on the nature and location of the emergency and follow instructions provided.

Should a campus emergency exist, Campus Police will activate the Emergency Response Team. The college has a comprehensive emergency response plan that is activated any time an emergency occurs that will require emergency response team oversight to provide guidance for the College's response.

The College's Emergency Response Team assures appropriate response to any campus emergency. This team is made up of members of Campus Police, Facilities Management, student services and other vital staff and meets regularly to plan campus emergency response, to conduct table-top and live drills to prepare for a variety of campus emergencies, assess and evaluate emergency plans and capabilities, and to debrief after any campus emergency. The Emergency Response Team also works with town police, fire and ambulance personnel to coordinate response efforts and to conduct joint drills.

Building Evacuation

Every person in the building, including staff, faculty, students, visitors, and contractors where the fire alarm is sounding or when directed to do so by emergency officials, regardless of known or suspected cause, is required to evacuate immediately. Persons evacuating must leave via the closest exit. Any equipment that could cause a fire should be turned off before exiting if it can be done quickly and safely. Exits are posted throughout each building.

Elevators: Elevators cannot be used by any person as a means of emergency evacuation. Elevators in most buildings are pre-set to return automatically to the bottom floor. Use of an elevator can result in opening on the fire floor, exposure to life-threatening levels of fire or gases, and being trapped in a malfunctioning elevator.

Evacuation for the Mobility and Visually Impaired: Persons with mobility impairment may be allowed to "defend in place" and not be required to evacuate if they are: (1) located above or below the level of building exit, and (2) physically cannot exit without assistance.

Definition of Mobility Impaired: Persons who use a wheelchair, crutches, canes, walkers, etc. Persons who are able to walk should exit if possible, but need to decide if they can safely descend the stairs. Those with emphysema, asthma, heart disease, and arthritis, depending on the situation, may also follow the guidelines for defending in place.

Visually Impaired: Persons who are visually impaired should, with the assistance of others, evacuate the building using the stairs, if they are familiar with their immediate surroundings and frequently traveled routes. If visually impaired persons are unfamiliar with the emergency evacuation route and assistance is not available, they should defend in place. To assist visually impaired persons:

- Announce the type of emergency.
- Offer your arm for guidance.
- Tell the person where you are going, obstacles you encounter.
- When you reach safety, ask if further help is needed.

Hearing Impaired: To alert people with hearing limitations:

- Turn lights on/off to gain the person's attention, or
- Indicate directions with gestures, or
- Write a note with evacuation directions.

Personal Emergency Plans (PEPs) for Persons with Disabilities

Students with health concerns that may make it difficult to exit a building in an emergency should work with the Office of Disability Services to develop a plan to ensure safe egress in the case of fire or other emergency forcing the evacuation of a campus building.

Defend in Place: Unless the fire or other hazard is life threatening to a mobility-impaired person, or the person is on the ground floor (exit level of the building), then it may be advisable for that person to remain in her or his currently occupied room. If the individual decides to defend in place, he or she must immediately:

- Notify others evacuating that you are remaining in your room and ask them to contact Campus Police with that information immediately upon exiting the building.
- If a phone is available, call Campus Police at (413) 559-5424 to inform them that you are defending in place, and your exact location.
- Close the door to prevent smoke entry, and, if necessary, put towels or any other available fabric at the crack at bottom of the door.
- If possible, move to a window with a brightly colored cloth to wave to the fire department. Do not break the window unless absolutely necessary. (Breaking the window could allow smoke to enter the room from the floor below or injure a person below).

Assembly: Once outside the building, all occupants should proceed to the designated assembly areas for a roll call. Each organization is responsible for determining the assembly areas for all buildings that their participants and staff may be using, especially the housing areas. These areas should be at least 25 feet away from the building and should leave access for emergency personnel to enter the building. The building liaison and/or faculty/instructor will take the roll call and report back to the emergency coordinator. The roll call is an important function as town emergency personnel responding to the incident need to determine if anyone is missing and may be in the building. If employees are missing, **do not re-enter the building!** Notify emergency response personnel and/or the emergency coordinator and inform them of the missing employee's name and last known location. Re-entry into the area will be made only after clearance is given by the emergency coordinator or his or her designee.

Each building should keep a list of people who live or have offices in the building. Examples include mod lists, dorm lists, and staff rosters. Because the college is a public place, all people in the building may not be on a roster. The evacuated groups should be polled by the building liaison as to who may be left in the building.

Campus-Wide Evacuation

- a. Evacuation of all or part of the campus will be announced by the Campus Police Department or other appropriate agency (local authorities, Deans, etc., depending on the circumstances).
- b. All persons (students and staff and their visitors) are to vacate immediately the area of campus in question and relocate to another part of the campus grounds or off campus as directed in the order.

Emergency Information and Drills Emergency Procedures are posted in each building and provided to new employees at orientation. All Hampshire College residential buildings have two fire drills each semester. Academic buildings generally have drills once per year.

Safety Alerts (“Timely Warnings”) and the Campus Emergency Notification System

Campus Police alerts are distributed when incidents are determined to be a threat to the community (examples include, but are not limited to, violent incidents in which the perpetrator has not been apprehended (weapons incidents, sexual assaults, murder, aggravated assault, etc.), as well as conditions that pose a threat to the community (gas leaks, imminent dangerous hurricanes, tornado warnings, etc.) The Chief of the Campus Police or his/her designee is responsible for determining if and when threats to the community exist using the following procedure.

It is Hampshire College’s policy to provide timely and accurate information to the community in the event of an incident that puts the community at risk. To accomplish this, Hampshire College has in place several methods to rapidly

disseminate information. The use of these methods will be based on the severity of the emergency and determination of the continuing risk to the community.

Procedure

1. Campus Police is alerted to any emergency on campus; officers then respond to assess, evaluate and contain the emergency. Officers then confirm nature and severity of the emergency.
2. On-duty officers will then notify command staff on duty or on call. The command staff on duty or on call determine the alert level required (see below for alert levels). Should the emergency pose a danger to the community, that command staff member will immediately initiate the college's emergency notification system, according to the Emergency Alert Levels defined below.
3. This decision process also includes which level of alert is required, as well as which contingencies require the most urgent notification. For example, a fire in a single residence hall would cause alerts and communications most directly with the residents of that residence hall.

Emergency Alert Levels

The appropriate alert level would be activated upon confirmation of an emergency or crime occurring on campus.

- **Level 1 Notification** – using the mass notification system. Emergencies in this level include credible, immediate threats to the community where there is a need to affect community behavior.
 - Activated immediately*, upon confirmation of an emergency posing an immediate danger to the community.
 - * Notification may only be delayed if such notification will compromise efforts to contain the emergency. In such cases, notification would be made as soon as the emergency can be contained.
- **Level 2 Notification** – using campus-wide email broadcasts through Hampshire's e-mail system. Emergencies in this level include situations that require community notification but no immediate threat exists.
 - Activated within two business days of confirmation of an occurrence, or series of occurrences, that require community notification to change behaviors or allow community members to protect themselves from similar occurrences.
 - May be issued not only for single incidents in which community notification is required, but also for lesser incidents whose frequency causes the need for a notification. Examples include a series of bicycle thefts or car breaks.
 - Notice is given to the campus community using the emergency notification system or e-mail. Typically, alerts include the date, time, general location, and nature of the incident, as well as recommended precautionary measures that should be observed or action to be taken by members of the College community. Alerts may also be posted online or in other locations depending on the circumstances of the alert and availability of other methods to share information with the community.
- **Level 3 Notification** – General community notification about all crimes reported on campus using the Campus Police log which is posted on the Campus Police web site at <http://www.hampshire.edu/studentlife/10146.htm>. Incidents in this level include more routine incidents.
 - Updated daily, within 2 business days of an incident occurring.
 - This log includes all incidents and fires reported to Campus Police.

About the Emergency Mass Notification System

The Hampshire College emergency notification system allows the college to contact the community in the event of an emergency by sending messages via:

- Text message to cell phones or mobile devices
- E-mail to your Hampshire address
- Voice message to cell phones

When an emergency occurs that requires community attention or action, the system will be activated and you will be notified by text message (if you have provided a valid cell phone number) and e-mail.

Testing of the Emergency Mass Notification System

The notification system will be tested at least once a year. Additional testing may be conducted as part of drills and exercises, or as necessary. More information about Hampshire's Emergency Notification System can be found online at <http://www.hampshire.edu/envhealthsafety/8347.htm>.

Emergency Contact Information

Emergency contact information is collected from each student and faculty/staff member. Students are directed to the Hub during 'e-check-in.' Faculty and staff members receive an email annually asking that they go to the Hub and complete or update the information. New employees are asked to provide the information at the time of hire.

Daily Crime and Fire Incident Logs

Daily logs are available from the Campus Police Office. Older logs will be made available within two business days of a request for inspection.

Annual Clery Act Report

Every year the Campus Police Department is responsible for preparing and posting an annual security report (this document) containing security policies and statistics. Annually, all enrolled students and current employees will receive a notice of the availability of the College's annual security report on the department's web site via the college's electronic announcements. This notice will include the exact web site address of the College's Clery Law-compliant publication as well as information that additional copies can be requested from the Campus Police Department during normal business hours. Notices are also provided to perspective students and staff through the Human Resources and Admissions offices. The security report and additional statistics are available on the Campus Police Web site at <http://www.hampshire.edu/studentlife/1831.htm>.

Access to Campus Buildings and Grounds

The College has the right to restrict access to campus grounds, academic and administrative buildings, and residence halls, which are open to faculty, staff, students, and invited guests. Building hours are posted, and unauthorized individuals may be asked to leave. Campus Police has the authority to issue trespass notices to unauthorized people, which is usually done upon receipt of a complaint, and to arrest anyone returning to campus after receiving such a notice.

With few exceptions, most of Hampshire's academic buildings are open from 8:30 a.m. until 4:30 p.m. during the week. Many of these buildings have student monitors during the evening hours. When monitors are present, buildings are open to the Hampshire community and members of the Five College community with specific needs. Even when buildings are closed, some students may receive special permission to use specific facilities. These arrangements are made through the Campus Police Department by the faculty member or staff supervisor.

Individuals who are not members of the Hampshire College community should call the Central Records office, 559-5421, for information regarding the availability of specific academic programs. Questions about athletic facilities should be

directed to the Robert Crown Center, 559-5470. Individuals interested in space for conferences, lectures, and other special events should call the Special Programs office, 559-5610.

During College recesses (low occupancy periods, holidays, etc.), all building hours are subject to change. Both academic and administrative buildings are generally secured at 6:00 pm on weekdays and closed on weekends and holidays during recesses. The card access and key privileges are limited in residence halls that are closed during recesses. During these periods, Student Services staff distribute to students who remain on campus information about safety protocols and specific emergency procedures.

Security Considerations in the Maintenance of Facilities

Security is very important in the maintenance of campus facilities. The College's Physical Plant department processes repair orders on a priority system that places safety and security items as most important. Trees are cut back from lights, outdoor lighting is checked weekly, and shrubs are cut back from building entrances and paths on a regular basis. These items are also reviewed annually during the campus lighting walk. Members of the community are invited to join the Chief of Campus Police and director of physical facilities as they walk the campus reviewing lighting, blue-light phone needs, and other security considerations.

Access to Campus Programs

Hampshire College is a member of the Five College Consortium (Amherst, Smith, and Mount Holyoke Colleges, and the University of Massachusetts) that shares some faculty, programs, and services. Students from the Five Colleges regularly attend member institution programs, classes, events, etc. Additionally, the campus welcomes visitors and guests to many programs and events.

Access to Campus Residence Halls

Merrill and Dakin Houses, are traditional residence halls. These buildings are kept locked. Residents are provided keys and a campus access card that open exterior doors as well as their individual room. Campus phones outside the main doors allow guests to call specific building residents for entry into locked buildings.

The other three residential areas, Greenwich, Enfield and Prescott Houses, are apartments. The College is installing systems throughout these areas that automatically lock all doors leading directly to the outside community. All of Greenwich House and a portion of Prescott House have such systems in place. The extent of security in the remaining portion of Prescott House and in Enfield House. is determined by a collective decision by the residents of each apartment. Residents of some apartments choose to keep their doors locked around the clock while others do not. Hampshire College strongly encourages residents to keep both apartment and bedroom doors and windows locked. During winter recess, the residential areas are closed.

Guests must be registered with the appropriate house office and their vehicles must be registered with Campus Police. Guests are permitted for up to one week. While on campus, guests are expected to abide by the college's rules and regulations. Ultimate responsibility for behavior of guests rests with the student host.

Off-Campus Student Organizations

Hampshire College does not have any recognized off-campus student organizations (such as social sororities) or student organizations with off-campus housing facilities.

Crime Prevention

The Campus Police Department is actively involved in student life on campus, providing security information, planning, and training for large events such as orientation, spring jam, commencement, and reunions, as well as sporting events and various College assemblies.

Campus Police staff work with campus organizations to clarify roles, relevant campus policies and state laws, and behavior expected from participants. In addition, Campus Police Officers are available to present crime prevention programs on such topics as self-defense, alcohol and drug awareness, and sexual assault. Each year the Campus Police Department and Student Services provide seminars on crime prevention; such programs are also offered to faculty/staff

departments as well. Normally, at least six programs are scheduled on campus; additional programs are provided in cooperation with student and employee groups.

A common theme among crime prevention programming is that not only do students and employees have a responsibility for their own personal security, but we are responsible for the safety of others. We encourage students and staff to call Campus Police if they are concerned about something that threatens the security of themselves and others.

Where can I get more information on crimes occurring on campus?

This report is required to contain a specific subset of crimes occurring on the campus. For more information on activity on campus, please visit our web site to view our daily logs.

Students' Responsibilities under the Law

Students have the same rights and responsibilities as other citizens and are expected to follow College policies and applicable federal, state, and local laws.

Drugs and Alcohol on Campus

Hampshire College follows the federal Drug-Free Schools and Communities Act of 1986, as amended, and the Drug-Free Workplace Act of 1988, as amended, and complies with all current laws regarding the sale, use, and possession of illegal narcotics and alcohol. Hampshire College policies attempt to provide a healthy environment by preventing the use of illegal drugs or abuse of alcohol within the College community and in response to the federal drug-free legislation.

Hampshire College prohibits the unlawful manufacture, distribution, dispensation, possession, or use of controlled substances and alcohol by any member of the faculty, staff, or student body on College property or at any College-sponsored function, whether on or off the campus, and requires the cooperation of the entire campus community in its pursuit to maintain a drug-free environment in all phases of campus life.

Any faculty, staff member, or student who violates this prohibition, or who does not cooperate with the College in its attempts to maintain a drug-free environment, will face disciplinary action up to and including expulsion or dismissal from the College and may be required, as a condition of continuing the faculty/staff/student relationship with the College, to enroll at her or his own expense in a substance abuse counseling and treatment program.

In accordance with federal law, if you were convicted of a drug offense in any criminal proceeding while you were receiving federal student aid (such as grants, loans, or work-study), it may affect your eligibility for financial aid. Refer to the Student Handbook for more information about the federal, state, local, and campus sanctions against illegal drug and alcohol use and abuse, possession, distribution and dispensation offense. In addition, the Drug-Free Workplace Act of 1988 requires any employee (including students working under the Federal Work Study Program) directly engaged in working at Hampshire College under provisions of a federal grant or a contract who is convicted under a criminal drug statute for conduct in the workplace (site for performance of work done in connection with a particular federal grant or contract) must report this conviction to the College no later than five days after the conviction. Once informed of such a conviction, the College is required by law to notify the federal contractor or grantor within ten days after an employee's conviction or within ten days after it has actual knowledge of such conviction, whichever is earlier.

Guidelines for community responsibility, specific rules and regulations governing the consumption of alcoholic beverages at College social functions, sanctions against infractions of norms of community living or violations of College policies by any member of the College community, and descriptions of campus drug and alcohol abuse programs are outlined in the Handbook of Faculty Legislation and Related Information, Non Satis Non Scire, the Faculty Handbook, and the Staff Handbook. If questions arise related to any of these guidelines or policies, direct them to the appropriate College department.

Faculty, staff, and students are encouraged to familiarize themselves with the local resources for substance abuse, counseling, and treatment. In addition, the counseling services of Health Services are available to assist students with substance-related problems; in emergency situations, faculty and staff may also request their services.

Campus, Local, and State Sanctions Concerning Alcohol and Drugs

Local, state and federal laws make the illegal use of drugs and alcohol a criminal offense. Conviction can lead to imprisonment, fines and other penalties. Courts do not alter sentences so that convicted persons may attend college or continue their jobs. A felony conviction may prevent one from continuing or entering certain professions. Local towns have ordinances forbidding the possession of an open container of alcohol on any public street by a person of any age. Anyone choosing to violate such ordinances can be subject to arrest.

Massachusetts law prohibits the sale or delivery of alcoholic beverages to persons under age 21. The penalty for violating this law may be a fine of up to \$2,000 or one year imprisonment, or both. Misrepresenting one's age or falsifying an identification to obtain alcohol is punishable by fine. Massachusetts law also prohibits the possession of an open container of alcohol in the passenger area of any motor vehicle. Among the penalties under Massachusetts law for the first conviction of driving under the influence of alcohol are a \$5,000 fine, a one year revocation of driver's license, up to two and a half years in prison and a mandatory alcohol education program. For drivers between 16 and 21, any alcohol level greater than .02 (about one drink or one beer) will result in immediate revocation of the driver's license. For those over 21, the maximum blood level is .08.

Massachusetts imposes criminal penalties for the possession and/or distribution of controlled substances or drugs without valid authorization, with penalties varying as to the type of drug. Sale and possession of drug paraphernalia is illegal in Massachusetts. Under both Massachusetts and federal law, penalties for possession, manufacture, and distribution are greater for subsequent conviction, and include mandatory prison terms, with the full minimum term being served.

Massachusetts makes it illegal to be in a place where heroin is kept and to be in the company of a person known to possess heroin. Persons convicted of drug possession under state or federal laws are ineligible for federal student grants and loans for up to one year after the first conviction and up to five years after the second. The penalty for unlawful distribution of drugs is loss of benefits for five years after the first conviction and for a longer period after the second. Under federal law, penalties may be doubled when a person at least 18 years old distributes drugs to persons under age 21 within 1,000 feet of a public or private elementary or secondary school or a public or private college. These penalties include a mandatory one year prison term. Drug trafficking involves the illegal manufacturing, supplying, transporting, storing and/or distribution of drugs; drug possession involves having drugs for personal consumption while possession of large quantities may be deemed an intent to distribute which is subject to larger penalties.

A Note about Marijuana

In 2008, Massachusetts voters changed the law concerning marijuana, decriminalizing possession of less than one ounce. They did not go so far as to legalize the former crime, however, as possession of a small quantity still carries a potential civil fine. On campus, the possession of marijuana remains against college policy as well as Federal law (see Drug Free School Act above). Possession of less than an ounce or less may lead to campus sanctions. Possession of greater than an ounce may lead to college sanctions and potential criminal charges. Additionally, the possession of drug paraphernalia of any type remains illegal and may also lead to criminal charges.

DRUG AND ALCOHOL TREATMENT PROGRAMS

Counseling Services, the Alcohol and Drug Awareness Project, and the College's Health Center are available to assist students with substance-related problems; in emergency situations, faculty and staff may also request their services.

Drug and Alcohol Resources

- Health & Counseling Services x5458
- Wellness Center x5743
- Employee Assistance Program (EAP) (for employees) 800-828-6025
- Alcoholics Anonymous, 413-532-2111
- Al-Anon and Ala-Teen, 413-253-5261
- Narcotics Anonymous, 866-624-3578
- National Alcohol and Drug Abuse 24-Hour Helpline, 800-252-6465
- Cocaine Abuse 24-Hour Hotline, 800-222-0828

For emergencies on campus, call Campus Police at **x1911** or via cell phone at **(413) 559-5424**.

Firearms and Other Weapons on Campus

In accordance with Massachusetts General Law Chapter 269 Section 10J, weapons are prohibited on the grounds of the College with the exception of law enforcement officers duly authorized to carry such weapons. No person shall be permitted to carry firearms or other weapons, concealed or not concealed, with or without a concealed weapon permit, while on properties owned or controlled by the College.

For the purposes of this policy, the term "weapons" includes, but is not limited to, firearms of any nature or description, including shotguns, rifles, pistols, and revolvers, paint ball guns, or BB/pellet guns; firearm replicas; ammunition; martial arts-type weapons; explosives (including fireworks); bows, crossbows, arrows; slingshots; switchblade knives, double-edged knives, hunting (pocket-style) knives with a blade length of three inches or greater; swords; pointed metal darts; (unauthorized) pepper spray; or any other destructive device or instrument that may be used to do bodily injury or damage to property. In addition, items that may be used as weapons, whether or not they fit the definition above, will be subject to seizure.

Because these weapons may pose a clear risk to persons and property on the campus, violation of the regulations may result in administrative action from the college and/or prosecution under the appropriate state or federal laws.

Personal Safety

Make it a habit to be cautious around campus, in buildings, and in transit. Campus Police hopes you will make the following steps part of your daily routine.

around campus

- **Walk safely.** Don't walk alone at night, especially in dark, vacant areas. Avoid shortcuts. If you must walk alone, proceed directly to your destination on well-lit paths. Look alert; be aware of your surroundings. Leave buildings on the hour or the half-hour, when most people are walking. Ask a friend to walk with you.
- **Help others walk safely.** Team up with another person walking alone at night.
- **Use safety escorts.** Students may request a safety escort after dark by calling Campus Police. This service is only available at night and is not available for groups. Campus emergency response always has a higher priority so Campus Police advises the student to wait in his/her car or inside the building until the officer enters the lot. If in a vehicle in a parking lot, keep your lights on and flash your vehicle lights when the cruiser enters the lot. Campus Police provides this service on a first come, first served basis as staffing allows.

Campus Police advises students who are concerned about their walking safety on campus at night to walk with a friend, let their hall or mod mates know that they are leaving a building and will be arriving in a specific time frame, or walk on the hour or half hour when there is more campus pedestrian traffic. As always, Campus Police encourages members of the community to report suspicious behavior by calling x5424 or x1-911. (Dial 413-559-5424 from a cell phone when on campus.) Officers are on patrol 24 hours a day and will respond quickly to emergencies. Campus safety is a partnership between the community and the department. Working together we can keep Hampshire safe.

- **Don't jog alone** in remote areas during the day and never jog alone at night.
- **Carry a whistle** or other device that makes noise and keep it ready to use.
- **Don't hitchhike.** Ask a friend for a ride or use the Five College bus.
- **Report suspicious behavior** or circumstances to Campus Police.
- **Don't sunbathe in remote areas.**
- **Carry your cell phone.** Pre-program the Campus Police Department phone number (413-559-5424).

In transit

- Watch for strangers around your car before entering your vehicle. Look around the vehicle from the ground up and front to back. Use caution when your vehicle is parked next to other cars or vans. Look inside your car before getting in.
- Play it safe on the road. While driving, keep doors locked and windows up. Do not pick up hitchhikers.

- If another driver harasses you, blow your horn continuously to attract attention and discourage the other driver. Drive to a police station or Campus Police if necessary.
- Park safely. Park in a lighted area. Call Campus Police or use a blue-light phone to request a safety escort from the lot to your residence hall.
- Wear your seatbelt. Massachusetts has enacted a mandatory seatbelt law; failure to use your seatbelt could result in a fine of \$25.
- Keep your vehicle in good running condition, your gas tank full, and make sure you have good tires.

Protection of property

- Take steps to protect your belongings. Most theft on campus is opportunistic—someone sees an unlocked room or vehicle and takes advantage.

A surprising amount of theft takes place while the victim is on the floor but has just stepped out for a minute.

In buildings

Don't	Do
<ul style="list-style-type: none"> • Leave valuables visible in a room • Leave valuables unattended in an unlocked area, even briefly • Let strangers into a building • Prop open outside doors to any building 	<ul style="list-style-type: none"> • Lock your door • Keep your keys and OneCard on you at all times • If your OneCard is stolen, report it immediately • Participate in Operation Identification; Campus Police can help you engrave electronics and valuables. Call us to get more information • Report strangers in your residence hall • Keep windows locked, particularly if you are on a ground level or your window opens to a fire escape • Report burned out lights to Facilities Management, or after hours to Campus Police

Automobiles

Don't	Do
<ul style="list-style-type: none"> • Leave valuables visible in your car – take them with you; if you cannot take them with you, lock them in your trunk • Leave GPS units OR their mounts in your car 	<ul style="list-style-type: none"> • Register your car with Campus Police • Park in well-lit areas • Remove keys and lock doors • Install anti-theft devices (locks, alarms) for ignition, steering wheel, and brake and clutch pedals. • Record serial numbers of mp3 players, cellular phones, GPS devices, satellite radios, and other easily removable accessories. Engrave valuables with your driver's license number. • Report any suspicious activity to campus police, including people looking into cars. • Notify Campus Police immediately if your bicycle is stolen

Bicycles

Don't	Do
<ul style="list-style-type: none"> • Leave your bicycle unlocked. Use a hardened steel lock and lock the entire bicycle to a bike rack, including any quick-release wheels 	<ul style="list-style-type: none"> • Register your bicycle with Campus Police; affix the issued decal to your bike. Unregistered bicycles are periodically removed from campus. • Notify Campus Police immediately if your bicycle is stolen

In an emergency

- Rehearse in your mind how you would react in an emergency so your response will be automatic if something should happen.

- Consider enrolling in a self-defense class offered by the outdoor programs and recreational athletics (in conjunction with the Campus Police Department) or attending one of the lunchtime self-defense classes, which are free to faculty, staff, and students.

If you are followed...

- Remain calm.
- Cross the street.
- Change direction.
- Walk in lighted areas.
- Enter an open, lighted building.
- Use a blue-light phone or dial x5555 on campus, 911 when off campus. Cell phone users should dial 413-559-5424.
- Go to the Campus Police office or the police station. If you do not know where a police station is located, go to a busy area, fire station, or hospital. Find a place where you can get help.
- Above all, do not go home (giving away your address).

If you are attacked...

- Don't be passive; most attackers expect a passive victim.
- Do or say whatever you can to throw the assailant off guard—be creative.
- Attract attention—scream, break a window.
- Disarm the attacker—bite, punch, kick.
- Grind a pen, keys, lighted cigarette, or knuckles into the top of the attacker's hand.
- Do whatever you can to break the hold, then run and scream.
- Use a blue-light phone or dial 5555 on campus or dial 413-559-5424 from a cell phone.

Missing Person Policies and Procedures

The following policies regarding Missing Persons are being provided according to requirements of the 2008 Amendments to the Higher Education Opportunity Act.

Any person (student, staff or faculty) believed to be missing from the campus unexpectedly shall be immediately reported to the Campus Police Department.

It is the policy of the Hampshire College that the Campus Police Department will investigate any report of a missing that is filed by someone with knowledge of that student being missing or otherwise not where s/he is expected to be. This report may be filed by a parent/guardian or other family member of the person, by a roommate, a student services or Residential Life staff member (including student staff), Health Services staff member, faculty member, employment supervisor, or anyone else with information that indicates the person is missing. Campus Police will conduct an initial investigation to determine if the person appears to be missing, or has simply changed her or his routine unexpectedly, and whether or not there is reason to believe the person is endangered.

Campus Police Officers will check student's login records, class schedules, interview fellow students and faculty, and use other methods to determine the status of a missing person. From this initial investigation, the scope will continue to expand to make attempts to determine the location of the person reported missing to assure she/he is safe.

Missing Person Contact: Each student at Hampshire College can identify, through the Hub, a person that the College can contact in the event that the student is reported missing. This person would be contacted within 24 hours of a missing person report being filed with Campus Police.

Confidentiality: This contact information is confidential and is shared only with College administrators who would have responsibility for making connections with emergency contacts in the event of a determined emergency (such as student services staff, Campus Police staff, etc.)

Should Campus Police not be able to locate a person reported missing within twenty-four (24) hours of the report, Campus Police would then notify your designated 'missing person' emergency contact.

- In the event that no separate emergency contact is identified, a parent or guardian as listed in college records will be contacted.
- Students should be sure that this contact knows how to reach the student in the case of an emergency, and have a general idea of the student's general daily routine and any travel plans.
- This person should be someone you trust to aid officers in determining your whereabouts, or verifying that further investigation and/or entry into national missing person databases is warranted.

Campus Police will also notify local law enforcement agencies within this 24 hour window, starting with the town sharing jurisdiction with the college, as well as any other agencies where the missing student may be.

NOTE FOR STUDENTS UNDER AGE OF 18 AND NOT EMANCIPATED: For any student under the age of 18 who is not emancipated, the College must notify a custodial parent or guardian no later than 24 hours after the time the student is determined to be missing, in addition to notifying any missing person contact provided by that student.

For any situation in which a missing person is believed to be endangered, this notification will be made as early as possible while officers are continuing to investigate.

NOTE FOR STUDENTS UNDER AGE OF 21: For students under 21, Suzanne's Law requires that student to be entered into the national missing person database as soon as it is determined that student is missing.

Should a student be determined to be missing for more than 24 hours, the following will occur:

- Campus Police will notify the Dean of Students
- Campus Police will again contact the student's emergency contact and/or parent or guardian to update them on information known at that time, efforts made to locate the person, and to get further information that may lead to the location of the missing person. (In the case of a student under 18, the parent or guardian must be contacted regardless of who is listed as the student's emergency contact.)

Fires and Fire Prevention

Fire prevention is the responsibility of all members of the Hampshire College community. College residence halls are particularly susceptible to fires, and students residing in the halls must carefully adhere to fire safety regulations.

Student Fire Safety Education Program

Hampshire College's fire safety education program is multi-faceted. Environmental Health & Safety staff provide training to house interns who then train the students residing in their areas annually. Additional information and reminders on fire safety zones and evacuation procedures is provided to all students prior to the start of fire drills for the year. The college provides additional fire safety education to students who violate campus fire safety policies. College staff also do regular fire safety inspections in the halls.

Extensive fire safety information is also available on the Environmental Health & Safety website at <http://www.hampshire.edu/envhealthsafety/6042.htm>.

Fire Evacuation Policy

College Policy on Reporting of Fires: Fire alarms for college-owned buildings ring directly to Central Dispatch. However, any member of the community who becomes aware of any active or past fire must notify Campus Police immediately.

Every person in the building, including staff, faculty, students, visitors, and contractors where the fire alarm is sounding, regardless of known or suspected cause, is required to evacuate immediately. Persons evacuating must leave via the closest exit. Any equipment that could cause a fire should be turned off before exiting if it can be done quickly and safely. All occupants will assemble at a safe distance from the building and await further instructions from fire and/or Campus Police personnel. No occupant will re-enter a building until clearance is given by fire and/or Campus Police personnel.

Fire Safety Policies

Prohibited Items in Residence Halls:

Items prohibited in the residence halls include, but are not limited to:

- The only cooking devices allowed in student rooms are hot pots and small microwave ovens.
- Toaster ovens are only allowed in kitchens or lounges.
- Candles or incense, or open flames are not allowed anywhere inside residential buildings.
- Storage and use of flammable materials, such as spray paint, gasoline, propane, etc. is prohibited in all residential areas.
- Outlet adapter cubes should not be used. If you need additional outlet capacity, use a breaker type power strip.
- Halogen lamps are prohibited.
- Smoking is prohibited in all campus buildings and within 25 feet of all buildings.

Community Responsibilities

Additionally, all members of the community are required to:

- Participate in all fire drills and promptly leave a building when the fire alarm sounds. Follow any instructions of Campus Police or fire officials during a drill or an actual alarm.
- Report any condition that creates a fire hazard (trash in the corridors or stairwells, missing fire extinguishers, blocked floor exits or stairwells, etc.) to Campus Police.
- Know where the fire extinguishers are located. Learn how to operate them. If you need training, contact Environmental Health and Safety.
- Know the location of the fire alarms and how to activate them.
- Know where the nearest exits are and be prepared to use an alternative exit, if necessary. Plan how you would escape through each of these exits in case of a fire.
- Know the location of the fire stairwells.
- Never use an elevator to evacuate a building.
- If you become trapped, dial 5555 from a campus phone or (413) 559-5424 from a cell phone and alert the dispatcher to your location.

What should I do if I discover a fire?

Any person who discovers a fire, smoke, or an unusual amount of heat should do the following:

1. Pull the nearest fire alarm.
2. Exit the building immediately; notify those in the immediate area of the danger.
3. Assist in removing any person needing assistance from the immediate area and to the stairwells to wait for fire department personnel (or to the outside if that can be done safely). However, never place yourself in danger.
4. Assemble outside your building at the predetermined location.
5. Follow the instructions given by the Campus Police Officers and the Amherst Fire Department personnel

CAMPUS FIRE STATISTICS

Residential Fires by Location 2010 - 2012

<i>Date</i>	<i>Time</i>	<i>Location</i>	<i>Cause</i>	<i># Fatalities</i>	<i># Injuries</i>	<i>Property Damage</i>
01/27/2012	9:00 am	Merrill	Toilet paper lit on fire	0	0	\$100
02/12/2012	1:15am	Merrill	Sign lit on fire	0	0	\$100
02/26/2012	5:17pm	Merrill	Sign lit on fire	0	0	\$100
05/04/2012	3:15pm	Dakin	Tile set on fire	0	0	\$100
10/10/2012	2:25pm	Enfield	Electrical	0	0	\$100
11/06/2012	9:32pm	Greenwich	Grease Fire	0	0	\$100
03/09/2011	9:12 pm	Greenwich	Cooking	0	0	\$100
10/21/2010	1:53 am	Prescott	Electrical	0	0	\$100
4/15/2010	7:25 am	Prescott	Electrical	0	0	\$100
4/13/2010	8:26 am	Dakin	Electrical	0	0	\$100
4/3/2010	2:26 am	Dakin	Electrical	0	0	\$100
1/17/2010	11:50 am	Prescott	Cooking	0	0	\$100

Note: In 2012 the campus experienced a rash of small arson events where small items were lit on fire; in nearly all cases, those items were not on fire when officers and other staff arrived, and the damage was limited to those items themselves.

Fire and Fire Drill Statistics

	2012	2011	2010
Residence Hall Fire Drills Conducted	10	10	10

Definitions

The following definitions are applicable to this section:

- **Cause of fire:** The factor or factors that give rise to a fire. The causal factor may be, but is not limited to, the result of an intentional or unintentional action, mechanical failure, or act of nature.
- **Fire:** Any instance of open flame or other burning in a place not intended to contain the burning or in an uncontrolled manner.
- **Fire drill:** A supervised practice of a mandatory evacuation of a building for a fire.
- **Fire-related injury:** Any instance in which a person is injured as a result of a fire, including an injury sustained from a natural or accidental cause, while involved in fire control, attempting rescue, or escaping from the dangers of a fire. The term "person" may include students, faculty, staff, visitors, firefighters, or any other individuals.
- **Fire-related death:** Any instance in which a person (1) is killed as a result of a fire, including death resulting from a natural or accidental cause while involved in fire control, attempting rescue, or escaping from the dangers of a fire; or (2) dies within one year of injuries sustained as a result of a fire.
- **Fire-safety system:** Any mechanism or system related to the detection of a fire, the warning resulting from a fire, or the control of a fire. This may include sprinkler systems or other fire extinguishing systems; fire detection devices; stand-alone smoke alarms; devices that alert one to the presence of a fire, such as horns, bells, or strobe lights; smoke-control and reduction mechanisms; and fire doors and walls that reduce the spread of a fire.
- **Value of property damage:** The estimated value of the loss of the structure and contents, in terms of the cost of replacement in like kind and quantity. This estimate should include contents damaged by fire, and related damages caused by smoke, water, and overhaul; however, it does not include indirect loss, such as business interruption.

Campus Fire Logs

A log of all fires and fire alarms in which there was a physical cause (i.e., smoke, heat, etc., rather than a faulty detector or system malfunction) are listed in the Campus Police online **Daily Crime & Fire Logs** within two business days of occurrence. Visit the Campus Police website at <http://www.hampshire.edu/studentlife/1831.htm> for more information. When changes in the cause, or information about a campus fire become known to Campus Police, any updates will be made to the log within two business days of the status change.

Student Residence Hall Fire Safety and Sprinkler Systems

Below is a listing of residence hall fire safety systems. There are no immediate plans for system upgrades, however systems are constantly being reviewed.

Building	Monitored Fire Alarms	CO Detectors	Sprinklers
Dakin	X	X	X
Enfield	X	X	X
Greenwich	X	X	X
Merrill	X	X	X
Prescott	X	X	X

Emergency Blue-Light Phones

Hampshire College has 13 blue-light phones. Their use is not restricted to emergencies; use them to report incidents or suspicious people, or to ask for assistance or an escort. Press the Help button on any emergency phone and the phone will signal Campus Police automatically and direct someone to you.

Cole Science Center – yellow box on front entrance on greenhouse	Cole Science Parking Lot – blue & red box on pathway to Prescott	Emily Dickinson Hall – yellow box on rear of building near back door	Franklin Patterson Hall – yellow box under the bridge/walkway
Film & Photo – yellow box on side of building facing Arts Barn	Tavern – yellow box on front of Tavern	Red Barn – yellow box to left of front door	Enfield – yellow box on rear side of building near laundry door
Enfield Parking Lot – white & blue box in middle of lot	4 Corners – blue & red box on pathway leading to Blair Hall	Greenwich Parking Lot – blue & red box in middle of parking lot	Merrill/Dakin – blue & red box in middle of lot
Prescott Parking Lot – blue & red box in middle of lot			

Important Telephone Numbers

Resource	Phone Number
Campus Police Emergency Line	x5555
Campus Police Non-Emergency Line	X5424
Health Services	x5458
Anonymous Reporting Line	x5756
Dean of Students Office	X5412
University Health Services	577-5000

Individuals with questions, comments, or concerns regarding the Campus Police Department at Hampshire College are encouraged to contact the Chief of the Campus Police Department.

Resource List for Sexual Assault/Harassment

On Campus:		Off Campus:	
Primary Resources:			
Campus Police Department <i>Emergency</i>	X5424 X5555	Center for Women & Community UMASS/Amherst 24-Hour Crisis Line	545-0800
Hampshire College Sexual Offense & Relationship Violence Crisis Hotline	X5527	24-Hour Rape Crisis Line	888-337-0800
Hampshire College Health and Counseling Services	X5458	Passages Northampton 24-hour Crisis Line	586-5066
Sexual Offense Services (SOS) Interim Coordinator Brittanie Tarczynski	X5743	Amherst Police Department Rape Hotline (from a non- campus or cell phone)	911 from cell phone
Title IX Deputy (Renee Freedman) (responsible for overseeing the investigation process for complaints of student sexual offenses)	X5412	Northwestern District Attorney's Office Victim/Witness Assistance	586-5780
Title IX Coordinator (Shelly Ruocco) (oversees campus-wide adherence to Title IX concerns)		New England Learning Center for Women in Transition 24-Hours	772-0806
Dean of Students Office Merrill Life Student Center	X5412	Toll Free 24-Hour Hotline	888-249-0806
		Men's Resource Center for Change	253-9887
		University Health Services	577-5000