



VASSAR COLLEGE

ANNUAL SECURITY AND FIRE SAFETY REPORT

2017

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## **From the President**

To the Vassar College Community –

I am writing regarding this year's report on Safety and Security at the College. This is an important topic and each of us has a role in fostering a campus environment where individuals feel safe to visit, learn, work, and live.

This publication contains information about campus safety measures and reports statistics about crime at Vassar. It also describes our efforts to combat alcohol and drug abuse. The report includes important information on gender violence reduction and response efforts. Please take the time to read this report and let me know if you have comments or suggestions. I am happy to talk more about any of it.

Regards,

President Elizabeth H. Bradley

## From the Director of Safety and Security

On behalf of the members of the Vassar College Department of Safety and Security, I want to thank you for your interest in our Annual Fire Safety and Security Report. We publish this report because it contains valuable information for our campus community. We also publish the report to comply with the important provisions of the Clery Act. Campus safety and security and compliance with the Clery Act should be a part of everyone's responsibility at Vassar College. We encourage you to review the information we have made available to you in this brochure. You will find information about our organization including descriptions of certain services that we provide. You will also become familiar with our strong commitment to victims of crimes and the specific extensive services we make available to crime victims. Lastly, you will find important information about security policies and procedures on our campus, crime data, and crime prevention information.

We join the President in the commitment to foster a secure and supportive environment at Vassar College. We are proud to be an integral part of Vassar's tradition of excellence. Campus safety and security is a collaborative effort at Vassar College. We partner with the many departments at the College that have a critical role in fostering campus safety. It has always been our goal to provide the highest quality of public safety services to the College community and we are honored to collaborate with the entire Vassar community. The men and women of the Department of Safety and Security are committed to making Vassar College a safe place in which to live, work, and study.

*Arlene Sabo,  
Director of Safety and Security*

## SEXUAL HARASSMENT/SEXUAL ASSAULT - TITLE IX

Vassar College prohibits discrimination on the basis of race, color, religion or religious belief, citizenship status, sex, marital status, disability, pregnancy, sexual orientation, gender identity or expression, national origin, military service or affiliation, genetic information, age, and any other characteristics protected by law. In accordance with this, Vassar is committed to providing a working and learning environment where all members feel valued and are fully empowered to claim a place in, and responsibility for, our shared working, living, and learning community. Members of the Vassar College community, guests, and visitors have a right to be free from discrimination and harassment and to be treated with respect. For this reason, Vassar does not discriminate on the basis of an individual's actual or perceived race, color, religion or religious belief, citizenship status, sex, marital status, disability, pregnancy, sexual orientation, gender identity or expression, national origin, military service or affiliation, genetic information, or age in the administration of its educational policies, admissions policies, scholarships and loan programs, athletic program, and other college programs and activities, and does not tolerate such discrimination or harassment of its faculty, administration, staff, students, or visitors.

The Office of Equal Opportunity and Affirmative Action/Title IX is responsible for monitoring the college's compliance with federal and state nondiscrimination laws, assisting with all aspects of reported violations of the college's Policy against Discrimination and Harassment, investigating complaints, and managing the informal and formal grievance process. The college encourages those who have witnessed or experienced any form of discrimination or harassment to report the incident promptly, to seek all available assistance, and to pursue informal or formal resolution processes as described in this Policy.

Students and employees who wish to report a concern, seek guidance or assistance, or file a formal grievance may do so by contacting the Director of Equal Opportunity for matters involving students, administrators or staff members and the Faculty Director of Affirmative Action for matters involving faculty. Individuals may also report a concern to a dean or director, an academic department chair or program director, an athletic coach or trainer, human resources, or a senior officer, who are mandated to consult immediately with the Office of Equal Opportunity and Affirmative Action/Title IX to determine the best course of action for addressing concerns.

Office of Equal Opportunity and Affirmative

Vassar College, Box 645

124 Raymond Ave, Poughkeepsie, NY 12604-0645

845-437-7924 (phone) / 845-437-7307 (fax) / <http://eoaa.vassar.edu>

Director of Equal Opportunity and Affirmative Action / Title IX Coordinator

845-437-5334 or [eoaa@vassar.edu](mailto:eoaa@vassar.edu)

The procedures as described in the Policy are supplemental to, and are not intended to displace, other procedures set forth in any applicable collective bargaining agreement, in the Governance, or in the rules and regulations of the College Regulations, Faculty Handbook, and Administrative Handbook. Employees at Vassar who are represented by a labor union are covered by collective bargaining agreements, which include arbitration procedures and equal opportunity provisions. While it is generally understood that union employees with grievances shall use those procedures, the grievance procedures outlined here are available to members of the union, in consultation with union officials, consistent with contractual agreements.

## ANNUAL SECURITY REPORT

### PREPARATION OF THE ANNUAL SECURITY REPORT AND DISCLOSURE OF CRIME STATISTICS

The College prepares this report to comply with the Jeanne Clery Disclosure of Campus Security and Crime Statistics Act using information maintained by the Department of Safety and Security, information provided by other College offices such as the Dean of Students, Residence Life, and other Campus Security Authorities and information provided by local law enforcement agencies surrounding the main campuses. Each of these offices provides updated policy information and crime data.

This report provides statistics for the previous three years concerning reported crimes that occurred on campus, in certain off-campus buildings or property owned, leased or controlled by Vassar College. This report also includes institutional policies concerning campus security, such as policies regarding sexual assault, alcohol and other drugs.

Vassar College distributes a notice of the availability of this Annual Security and Fire Safety Report by October 1 of each year to every member of the Vassar community. Anyone, including prospective students and employees, may obtain a paper copy of this report at the Department of Safety and Security, located in the New Hackensack Building, 2500 New Hackensack road or by contacting Safety and Security at 845-437-437-5200 or by visiting <http://security.vassar.edu/statistics/>

### REPORTING CRIMES AND OTHER EMERGENCIES

Vassar College has a number of ways for campus community members and visitors to report crimes, serious incidents, and other emergencies to appropriate College officials. Regardless of how and where you decide to report these incidents, it is critical for the safety of the entire Vassar community that you promptly and accurately report all incidents. In the event of an emergency or crime in progress on or near College property, students, faculty and staff are directed to contact the appropriate law enforcement agency via 911 and then to contact Safety and Security at 845-437-7333 to ensure an effective investigation and appropriate follow-up actions, including issuing a Crime Alert or emergency notification. Reporting promptly allows rapid recovery from insurance, facilitates collection of evidence, and provides responders with the most complete picture before their arrival and provides the most appropriate emergency response resources. Both prompt and



accurate reporting are essential and may save lives. It is important for anyone witnessing a crime or other emergency to ensure assistance is coming, especially when victims may be unable to make that important call themselves. Prompt reporting also allows for timely Crime Alerts and emergency notifications.

### **Voluntary, Confidential Reporting**

If crimes are never reported, little can be done to help other members of the community from also being victims. We encourage Vassar College community members to report crimes promptly and to participate in and support crime prevention efforts. The Vassar community will be much safer when all community members participate in safety and security initiatives.

If you are the victim of a crime or want to report a crime you are aware of, but do not want to pursue action within Vassar or criminal justice system, we ask that you consider filing a voluntary, confidential report. Depending upon the circumstances of the crime you are reporting, you may be able file a report while maintaining your confidentiality. The purpose of a confidential report is to comply with your wish to keep your personally identifying information confidential, while taking steps to ensure your safety and the safety of others. The confidential reports allow the College to compile accurate records on the number and types of incidents occurring on campus. Reports filed in this manner are counted and disclosed in the Annual Security and Fire Safety Report. In limited circumstances, The Department of Safety and Security may not be able to assure confidentiality and will inform you in those cases.

Anyone may call local law enforcement via 911 and then Safety and Security at 845-437-7333 to report concerning information. Callers may remain anonymous.

### **Reporting to Vassar's Department of Safety and Security**

We encourage all members of the Vassar community to report all crimes and other emergencies in a prompt and accurate manner to the Department of Safety and Security at 845 437 7333 or from a campus phone ext. 7333. Criminal incidents requiring attention beyond Safety and Security will be referred to the local law enforcement agency having jurisdiction over that location. Prompt reporting to Safety and Security will assure that Timely Warnings or Emergency Notifications (if necessary) are issued and the proper crime statistics disclosures are provided.

## ***Emergency Phones***

The Vassar campus is equipped with emergency phones (also known as blue phones); these emergency phones are strategically located throughout College properties. The emergency phones are easily identified by their blue lights. When the emergency button is pushed, the caller is in immediate contact with the Safety and Security dispatcher. In addition to providing voice contact with the security dispatcher, the emergency phone also enables the dispatcher to see the caller's location on our phone.

## ***Anonymous Reporting***

If you have information about a crime or other improper activity and would like to report it anonymously, please use <http://security.vassar.edu/forms/report/>.

## **Reporting to Other Campus Security Authorities**

While the College prefers that community members promptly report all crimes and other emergencies to Vassar's Department of Safety and Security or 911, we also recognize that some may prefer to report to other individuals or College offices. The Clery Act recognizes certain College officials and offices as "Campus Security Authorities (CSA)." The Act defines these individuals as "official of an institution who has significant responsibility for student and campus activities, including, but not limited to, student housing, student discipline and campus judicial proceedings. An official is defined as any person who has the authority and the duty to take action or respond to particular issues on behalf of the institution."

While Vassar has identified numerous CSAs at the College, we officially designate the following offices as places where campus community members should report crimes:

Official	Campus Address	Phone Number
Safety and Security Campus Response Center	Main Building  124 Raymond Ave. Box 717, Poughkeepsie, NY 12604- 0717	845-437-5221  Emergencies  845-437-7333
Office of the Dean of Students	Main Building, first floor, C-121	845-437-5315
Dean of the College	Main Building second floor	845-437-5600
Director of Equal Opportunity, Affir- mative Action and Title IX Coordinator	Main Building, first floor, S 182	845-437-7924

***Pastoral and Professional Counselors***

According to the Clery Act, pastoral and professional counselors who are appropriately credentialed and hired by Vassar College to serve in a counseling role are not considered Campus Security Authorities when they are acting in the counseling role. As a matter of policy, the College encourages pastoral and professional counselors to notify those whom they are counseling of the voluntary, confidential reporting options available to them.

**ABOUT THE DEPARTMENT OF SAFETY AND SECURITY**

The Department of Safety and Security strives to provide high quality security, safety and crime prevention services that meet the needs and standards of the institution. Safety and Security Officers are not sworn Peace or Police Officers, they do not carry firearms and do not possess the power to make warrantless arrests. Safety and Security Officers are given yearly training to adhere to the strict standards as set forth in the New York State Criminal Procedure Law. Safety and Security is responsible for providing security and safety for the entire College community. Safety and Security Officers provide 24 hour, seven day a week service consisting of vehicle patrol and foot patrol as well as access to closed circuit television cameras (CCTV). Safety and Security staffs a Campus Response Center (CRC) which provides for the centralized monitoring of alarms and dispatching functions for the College.

The Department of Safety and Security is currently staffed by the Director of Safety and Security, an Associate Director, five supervisors, 21 full-time Safety & Security Officers, and 3 part-time security officers. In addition, the department is supported by two administrative assistants. Safety and Security Officers are not sworn law enforcement officers, do not carry firearms and do not possess police powers.

Vassar College Campus Patrol is a fully student-operated complement to the College's professional security force. We employ approximately 78 students. Campus Patrol works with Safety and Security to provide the Vassar community, its people and its property, with the highest level of security and safety possible. Our walking units patrol the residential houses, paying particular attention to anything suspicious that might endanger the community or property. Safety and Security, and patrollers occasionally must ask to see a Vassar ID.

Vassar Safety and Security also runs the shuttle service that provides warm, dry transportation between on-campus locations on a regular schedule posted throughout campus.

### **Safety, Our Number One Priority**

Vassar College takes great pride in the community and offers students, faculty and staff many advantages. This community is a great place to live, learn, work and study; however, this does not mean that the campus community is immune from all of the other unfortunate circumstances that arise in other communities. With that in mind, Vassar College has taken progressive measures to create and maintain a reasonably safety environment on campus.

Though Vassar College is progressive with its policies, programs, and education, it is up to each one of us to live with a sense of awareness and use reasonable judgment when living, working or visiting on campus.

### **Working Relationship with Local, State, and Federal Law Enforcement Agencies**

The Safety and Security Department maintains a highly professional working relationship with the Town of Poughkeepsie Police Department. Safety and Security follows all applicable policies and laws regarding confidentiality of records and reserves the right to provide police any information obtained as a result of a criminal investigation. Safety and Security strongly encourages anyone who is the victim or witness to any crime to promptly report the incident to the Safety and Security Department. It is the right of any member of the College community to contact the Town of Poughkeepsie Police Department to investigate any crime. Assistance in contacting the Police Department may be arranged through the Safety and Security Department.

A formal written agreement has been completed with the Town of Poughkeepsie Police Department that assures mutual cooperation in reporting crimes that may occur on or near the College Campus.

## **Crimes Involving Student Organizations at Off-Campus Locations**

Vassar College does not recognize any off campus student organizations; nevertheless, it relies on its close working relationships with local law enforcement agencies to receive information about incidents involving Vassar students while off campus. The Town of Poughkeepsie Police Department does forward any Vassar related, off campus crime blotters to officials at the College who then review them to determine if student conduct violations occurred off campus.

## **TIMELY WARNING REPORTS – CRIME ALERTS**

Vassar has long recognized the importance of keeping its community members, and others well informed about public safety issues. Vassar College's Department of Safety and Security provides timely notification of potential and actual occurrences of criminal activity to the Vassar community in conjunction with other law-enforcement agencies and other College departments.

Campus Crime Alerts are intended to provide timely warning of crimes that pose an ongoing threat to faculty, staff, and students. These Crime Alerts contain a brief description of the incident; the date, time, and location of the incident; and precautions to take.

Campus Advisories are also issued in those instances where the community should be aware of potential safety issues and other emergencies.

## **EMERGENCY RESPONSE AND EVACUATION PROCEDURES**

### **Emergency Management at Vassar College**

Vassar Security Officers are trained first responders and are prepared to take action in any emergency situation that may arise on campus. A Crisis Response Team, as well as a broader Crisis Communication Planning Team is in place to allow immediate response by individuals performing specific roles and functions already predefined.

A Crisis Communication Plan has been developed by the College as part of its ongoing effort to protect Vassar College students, faculty, and staff. The development of this plan is based on a realistic assessment of potential incidents that could affect our community and the capabilities to react to those situations.

The Vassar College emergency response plan permits the simultaneous distribution of broadcast e-mails, text messages, and voice calls (including voice mails for calls unanswered). The system is used to distribute emergency notifications without delay in situations where a clear and active (e.g., in progress) threat or emergency exists that impacts the community and where it is recommended that the recipients take some form of action in response to the active threat or emergency. Our emergency siren and emergency notification system is tested twice a year. Upon hearing the

siren all community members are to “shelter in place” and await instructions. All members of the College community are reminded to update their contact information with the CIS department.

More detailed information on emergencies, fire, evacuation and shelter in place drills can be found on the Residential Life website <http://residentiallife.vassar.edu/guide/services/emergencies.html>

### **Drills, Exercises and Training**

The College prepares for a variety of emergency situations under the leadership of the Crisis Response Planning Group. The group meets regularly throughout the year, organizes teams to study resources and procedures, conducts tabletop and other exercises with public safety agencies, and develops the College’s Crisis Management Plan. Vassar College tests emergency response and reviews evacuation procedures at least annually. These tests include regularly scheduled drills, exercises, and appropriate follow through activities, designed for assessment and evaluation of emergency plan capabilities. At various times per year, the College advertises its emergency response procedures to the campus community through seminars, email and other publications and at least once in conjunction with a test of its emergency response and evacuation procedures. The College maintains and tests its Crisis Communications Plans on an annual basis.

### **Emergency Notification**

The College has developed multiple means of communicating emergency information, including the Vassar College website at <http://www.vassar.edu/emergency>, automated telephone and text messaging, an emergency siren, and other means.

#### **A. Automated Telecommunications/Email/Text Message Systems**

Computing and Information Services, in collaboration with the Office of Communications and Safety and Security, has installed, maintains, and tests emergency communications systems capable of sending automated telephone calls, emails, and text messages to the entire student body and workforce.

Twice a year the College tests the automated telephone and text systems by sending a text message to cell phones (students and employees) and recorded voice messages to cell phones (students and employees) and home phones (employees only) whose users have registered their contact information. These tests are always announced in advance. All students and employees are encouraged to provide contact information that can be used in the event of an emergency.

#### **B. Responses to Emergency Siren on Campus**

A violent incident on campus is something none of us expects to experience. Preparation for what

to do in such instances is essential, however, and the College provides regular information sessions for students and employees. Below is a summary of main points to follow. Remember: RUN, HIDE, and FIGHT.

**RUN:** If the location of the problem is clear and it is obvious you can flee to a safer location, your best option may be to RUN.

**HIDE:** If fleeing does not seem like a safe option, HIDE in the most effective way you can:

Lock or barricade your door, turn out the lights, silence your cell phone or other device that could indicate your presence. Move away from doors and windows. If you are in an office, hide under your desk if you can and pull your desk chair under the desk.

**FIGHT:** If you are near the source of the gunfire, you may need to DEFEND yourself. Look around for what may be suitable objects that you can use to disarm or disable the perpetrator — fire extinguisher, chair or other furniture, for example. If you are with other people, form a plan to protect yourselves.

Whether or not you hear the siren, if you hear what sounds like gunshots, assume they are gunshots and consider your immediate options to avoid the perpetrator.

For questions and comments, please contact the Safety and Security, (845) 437-5200. Information is also available at <http://info.vassar.edu/resources/emergency/>.

In an emergency, call Security at 845-437-7333.

#### Procedures Used to Notify the Campus Community

In the event of a situation that poses an immediate threat to members of the campus community, Vassar College has various systems in place for communicating information quickly. Some or all of these methods of communication may be activated in the event of emergency notification to all or a segment of campus community. These methods of communication include a mass notification system comprised of, Vassar's e-mail system, automated telephone calls, and text messages to the entire student body and workforce. Vassar will post updates during a critical incident on the homepage at <http://info.vassar.edu/resources/emergency/>.

#### Confirming the Existence of a Significant Emergency or Dangerous Situation and Initiating the Emergency Notification System

The Vassar Department of Safety and Security and/or other campus first responders may become aware of a critical incident or other emergency situation that potentially affects the health and/or safety of the campus community. Generally, campus first responders become aware of these situations when they are reported to Safety and Security or upon discovery during patrol or other assignments.

Once first responders confirm that there is, in fact, an emergency or dangerous situation that poses an immediate threat to the health or safety of some or all members of the campus community, first responders will notify supervisors in Safety and Security or other authorized Vassar College offices to issue an emergency notification.

The Director of Safety and Security in cooperation with Information Technology will immediately initiate all or some portions of Vassar's emergency notification system. If, in the professional judgment of first responders, issuing a notification potentially compromises efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency, Vassar may elect to delay issuing an emergency notifications. As soon as the condition that may compromise efforts is no longer present, Vassar will issue the emergency notification to the campus community.

#### *Determining the Appropriate Segment or Segments of the Campus Community to Receive an Emergency Notification*

Safety and Security and/or local first responders on the scene of a critical incident or dangerous situation will assist those preparing the emergency notification with determining what segment or segments of the College community should receive the notification. Generally, campus community members in the immediate area of the dangerous situation (i.e. the building, adjacent buildings, or surrounding area) will receive the emergency notification first. The College may issue subsequent notifications to a wider group of community members. In addition to the emergency notification that may be issued via the mass notification system, the College will also post applicable messages about the dangerous condition on the College homepage to ensure the rest of the campus is aware of the situation and the steps they should take to maintain personal and campus safety. If the emergency affects a significant portion of the entire campus, College officials will distribute the notification to the entire campus community.

#### *Determining the Contents of the Emergency Notification*

The Vassar Department of Safety and Security will, in concert with College and local first responders, determine the contents of the notification. The goal is to ensure individuals are aware of the situation and that they know the steps to take to safeguard their personal and community safety.

#### *Procedures for Disseminating Emergency Information to the Larger Community*

When incidents are taking place at Vassar, the College will notify the larger community through social media outlets like Twitter, and traditional regional media outlets like television stations.

#### *Enrolling in the College's Emergency Notification System*

Faculty, Staff and Students are automatically enrolled in the emergency notification system.



We encourage members of the campus community to update their contact information with the Computing Information Services (CIS) as needed.

## **SECURITY OF and ACCESS TO COLLEGE FACILITIES**

At Vassar College, most campus buildings and facilities are accessible to members of the College community, guests, and visitors during normal hours of business, Monday through Friday, and for limited designated hours on weekends and holidays. Facilities are maintained and their security monitored 24 hours per day and 7 days per week. Access hours for academic buildings are based on the needs of the academic departments. Faculty and staff offices are not open to the general public without an appointment and/or escort. The Department of Safety and Security provides routine, random patrols of all non-residential College facilities 24 hours per day. Many areas of the College with limited access require a key or card swipe access. Card swipe access is monitored and recorded. Annually, the Security Advisory Committee conducts a safety walk to assess security issues on campus grounds.

The Department seeks to enhance safety and security by utilizing security cameras in a professional and ethical manner, consistent with legal rights of privacy. Our security cameras are in use and are located throughout all College properties.

Many buildings and areas within buildings are monitored by intrusion alarm systems. These systems are monitored by Safety and Security 24 hours per day and 7 days per week with Department of Safety and Security Officers responding to all alarm activations along with local law enforcement when requested.

### **Special Considerations for Residence Hall Access**

Assuring the security of the resident student population is a priority for the residential life staff. Security policies and procedures are outlined in printed regulations and discussed with residents in crime prevention seminars organized by the Residential Life, and Safety and Security. Should an emergency arise, a staff member is on call 24 hours a day, seven days a week. House advisers (trained residence life professionals) and house fellows (faculty members) live in the residence halls and are also available to meet students' needs. Each residence hall has a card entry system. Only individuals with proper ID or guests accompanied by their hosts authorized to enter into the residence halls.

In addition, security officers conduct regular rounds both inside and outside of each residence hall during evening and night hours. A security officer also patrols the grounds of the Town Houses, South Commons, and Terrace Apartments at night.

## **Security Considerations for the Maintenance of Campus Facilities**

Vassar College is committed to campus safety and security. Campus locks, landscaping and outdoor lighting are designed for safety and security. Sidewalks are designed to provide well-traveled, lighted routes from parking areas to buildings and from building to building. Sidewalks and building entrances are illuminated to provide well-traveled, lighted routes from parking areas to buildings and from building to building. We encourage community members to promptly report any security concern, including concerns about locking mechanism, lighting, or landscaping to the Safety and Security Department or Facility Operations at 845-437-5555 or 5221.

## **VASSAR COLLEGE'S RESPONSE TO SEXUAL AND GENDER VIOLENCE**

### **Introduction**

Vassar College is committed to creating and maintaining an environment in which all persons who participate in Vassar programs and activities can work together in an atmosphere free of all forms of harassment, exploitation, or intimidation. The College seeks to create an educational community in which the greatest academic potential of students and the professional potential of employees may be realized. Sexual harassment, sexual assault, sexual battery, sexual coercion, sexual abuse, gender-based harassment, stalking (including cyber-stalking), domestic violence, dating violence are all forms of gender-based misconduct, which can occur between strangers or acquaintances including people involved in an intimate or romantic relationship. Sexual violence as defined by the Office of Civil Rights (OCR), refers to physical sexual acts perpetrated against a person's will or where a person is incapable of giving consent (due to student's age; use of drugs/alcohol or because of an intellectual or other disability prevents the student from having the capacity to give consent). Sexual violence can be carried out by employees, other students or third parties. All acts of sexual violence are forms of sex discrimination and are prohibited by Title IX.

Every member of the Vassar College community should be aware that such behavior is prohibited by law and by College policy, and that Vassar will not tolerate sexual misconduct in any form. The College will take appropriate action to correct and discipline behavior that is found to violate College policy or regulations prohibiting any form of sexual misconduct.

This policy applies to all members of the College community, including students, employees, volunteers, independent contractors, visitors, and any individual regularly or temporarily employed, studying, living, visiting, conducting business, or having any official capacity at the College. Further, this policy applies to conduct occurring on Vassar property or at College-sanctioned events or programs that take place off campus, including study abroad and internship programs.

## Reporting An Incident

If a student, employee or visitor has been the victim of an incident of sexual violence they should immediately report it to Vassar's Safety and Security at the New Hackensack Building or call 845-437-7333/ext. 7333 from a campus phone. In the case of an emergency or ongoing threat, if possible get to a safe location and please report the incident to law enforcement by calling 911 or to any of the following:

- Town of Poughkeepsie Police at 845-485-3666
- City of Poughkeepsie Police at 845-451-4000 (If the incident is located within the City of Poughkeepsie)
- New York State Reporting Hotline (1-844-845-7269)

For confidential support resources, call the New York State Domestic and Sexual Violence Hotline at 1-800-942-6906.

Reports of all domestic violence, dating violence, sexual assault and stalking made to Safety and Security will automatically be referred to the Director of EOAA/Title IX Coordinator for investigation regardless of whether the complainant chooses to pursue criminal charges.

Vassar College officials will assist any victim in notifying law enforcement, including local police, if they elect to do so. Victims are also entitled not to report to law enforcement. Any student or employee, who reports an incident of sexual violence, whether the offense occurred on or off campus, shall receive a written explanation of their rights and options. This written explanation identifies existing counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, and other services available for victims, both within the institution and in the community; and describes options for available assistance in; and how to request changes to academic, living, transportation, and working situations or protective measures. The institution must make such accommodations or provide such protective measures if the victim requests them and if they are reasonably available, regardless of whether the victim chooses to report the crime to campus police or local law enforcement.

A sexual assault is 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, as well as incest or statutory rape.

Domestic violence includes felony or misdemeanor crimes of violence committed by a current or former spouse or intimate partner of the victim. Dating violence means violence committed by a

person who is or has been in a romantic or intimate relationship with the victim. Stalking is engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for their safety or the safety of others or suffer substantial emotional distress.

Dating/domestic **violence** is a progressive and/or persistent pattern of abusive behaviors that are perpetrated by the abuser to gain and maintain power and control over the victim. Abuse can be physical, sexual, emotional/verbal, and/or economical. This includes (but not limited to) any behaviors that frighten, intimidate, terrorize, manipulate, hurt, humiliate, blame, injure or wound someone. Dating/domestic violence not only affects those who are abused, but also has a substantial effect on family members, friends, co-workers, other witnesses, and the community at large.

Dating/domestic violence can occur in straight/heterosexual relationships, same-sex/gender relationships, marriages, cohabitation relationships, or dating and in intimate relationships that involve an emotional attachment. This also includes former intimate partners.

Dating/domestic violence can impact people regardless of race, age, sexual orientation, religion, or gender. Dating/domestic violence affects people of all socioeconomic backgrounds and education levels.

**Domestic violence** is a felony or misdemeanor crime of violence committed by:

1. A current or former spouse or intimate partner of the victim;
2. A person with whom the victim shares a child in common;
3. A person who is cohabitating with or has cohabitated with the victim as a spouse;
4. A person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving grant monies;
5. Any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction.

### **Dating Violence**

New York State does not specifically define "dating violence." However, under New York Law, intimate relationships are covered by the definition of domestic violence when the act constitutes a crime and is committed by a person in an "intimate relationship" with the victim. The existence of such relationship may include the consideration of the following factors:

1. Length of the relationship;
2. Type of relationship;
3. Frequency of interaction between the persons involved in the relationship.

**Rape/Sexual Assault** The following summary provides information about sexual offenses recognized under New York State Penal Law. Individuals who are victims of any sexual offense are urged to report it to the Town of Poughkeepsie Police Department and/or the District Attorney's Office.

**Sexual Misconduct** (NYS § 130.20) occurs when a person engages in sexual intercourse, and/or oral or anal sexual conduct with another person without the latter's consent. (NYS Class A Misdemeanor)

**Forcible Touching** (NYS § 130.52) occurs when a person intentionally, and for no legitimate purpose, forcibly touches the sexual or other intimate parts of another person for the purpose of degrading or abusing such person; or for the purpose of gratifying the actor's sexual desire. For the purposes of this policy, forcible touching includes squeezing, grabbing, or pinching. (NYS Class A Misdemeanor)

**Sexual Abuse** (NYS § 130.55/.60/.65) occurs when a person has sexual contact with another person without the latter's consent. The level of offense is elevated by the use of forcible compulsion, or when the latter person is incapable of consent by reason of physical helplessness, or when the latter person is less than fourteen years old. (NYS Class B, A, Misdemeanor(s), Class D Felony)

**Aggravated Sexual Abuse** (NYS § 130.65-A/.66/.67/.70) occurs when a person inserts a finger or foreign object in the vagina, urethra, penis, or rectum of a person who is incapable of consent. The level of offense is elevated by the use of forcible compulsion, when the latter person is incapable of consent by reason of physical helplessness, mental disability or incapacitation, or when the person is less than eleven years old. The level of offense is elevated when the insertion causes physical injury to the latter person. (NYS Class E, D, C, B Felony)

**Rape** (NYS § 130.25/.30/.35) occurs when a person engages in sexual intercourse with a person who is incapable of consent. The level of offense is elevated by the use of forcible compulsion, when the latter person is incapable of consent by reason of physical helplessness, mental disability or incapacitation, or when the latter person is less than seventeen years old. (NYS § Class E, D, B Felony)

**Incest** (NYS § 255.25/.26/.27) occurs when he or she marries or engages in sexual intercourse, oral sexual conduct or anal sexual conduct with a person whom he or she knows to be related to him or her, whether through marriage or not, as an ancestor, descendant, brother or sister of either the whole or the half blood, uncle, aunt, nephew or niece. (NYS Class E felony).

**Criminal Sexual Act** (NYS § 130.40/.45/.50) occurs when a person engages in oral sexual conduct or anal sexual conduct with another person who is incapable of consent. The level of offense is elevated by the use of forcible compulsion, or when the latter person is incapable of consent by reason of physical helplessness, mental disability or incapacitation, or when the latter person is less than seventeen years old. (NYS Class E, D, B Felony)

**Facilitated Sex Offense with a Controlled Substance** (NYS § 130.90) occurs when (1) a person knowingly and unlawfully possesses a controlled substance/compound or any substance that requires a prescription to obtain, and administers such substance to another person without such person's consent and with the intent to commit against such person conduct constituting a felony as defined under the sex offenses described in the NYS Penal Law (Part 2; Title H; Article 130), and (2) thereafter commits or attempts to commit such conduct constituting a felony as defined under the NYS Penal Law (Part 2; Title H; Article 130). (NYS Class D Felony)

**Predatory Sexual Assault** (NYS § 130.95) occurs when a person commits the crime of rape in the first degree, criminal sexual act in the first degree, aggravated sexual abuse in the first degree, or course of sexual conduct against a child in the first degree, as defined, and (1) in the course of the commission of the crime or the immediate flight therefrom, he or she causes serious physical injury to the victim of such crime, or uses or threatens the immediate use of a dangerous instrument; or (2) the person has engaged in similar conduct as described above against one or more additional persons; or (3) the person has previously been subjected to a conviction for a felony defined in NYS § 130 of New York State Penal Law (NYS Class A-II Felony)

**Stalking** (NYS § 120.50/.55/.60) occurs when a person engages in a course of conduct directed toward another person and knows or should reasonably know that such conduct is likely to alarm, harass, or cause reasonable fear of harm or injury in that person, or in a third party. The feared harm of injury may be to physical, emotional, or mental health, personal safety, property, education, or employment. Stalking may include, but is not limited to, unwanted visual or physical proximity to a person, repeatedly conveying oral or written threats, extorting money or valuables, implicitly threatening physical conduct, or any combination of these behaviors directed at or toward a person. All incidents of stalking will be taken seriously. When the stalker is anonymous, the college will investigate as thoroughly as possible using all available resources. The following are some examples of stalking type behavior:

1. Unwelcome communication, including, but not limited to: face-to-face, telephone, voice message, electronic mail, written letter, and/or contact; unwelcome gifts or flowers, etc.
2. Threatening or obscene gestures
3. Surveillance
4. Trespassing
5. Vandalism
6. "Peeping-tommery"
7. Voyeurism
8. Unwelcome touching or physical contact
9. Gaining unauthorized access to personal, medical, financial, and/or other identifying information, including, but not limited to: access by computer network, mail, telephone, or written communication (NYS Class A Misdemeanor, Class E, D Felony)

**Cyber-stalking** is an extension of the physical form of stalking where electronic media such as the internet, pagers, cell phones, or other similar devices are used to pursue, harass or to make unwanted contact with another person in an unsolicited fashion and will not be tolerated. Some examples of cyber-stalking include but are not limited to: unwanted/unsolicited emails or instant messages, disturbing messages on online bulletin boards, unsolicited communications about a person, their family, friends, or co-workers, or sending/posting disturbing messages with another username.

Vassar College Affirmative Consent matches New York State Education Law Article 129B requiring college campuses to have affirmative consent standards

**Affirmative consent** is a knowing, voluntary, and mutual decision among all participants to engage in sexual activity. Consent can be given by words or actions, as long as those words or actions create clear permission regarding willingness to engage in the sexual activity. Silence or lack of resistance, in and of itself, does not demonstrate consent. The definition of consent does not vary based upon a participant's sex, sexual orientation, gender identity, or gender expression.

1. Consent to any sexual act or prior consensual sexual activity between or with any party does not necessarily constitute consent to any other sexual act. Consent is required regardless of whether the person initiating the act is under the influence of drugs and/or alcohol. Consent may be initially given but withdrawn at any time.

2. Consent cannot be given when a person is incapacitated, which occurs when an individual lacks the ability to knowingly choose to participate in sexual activity.
3. Consent cannot be given when it is the result of any coercion, intimidation, force, or threat of harm. When consent is withdrawn or can no longer be given, sexual activity must stop.
4. In order to give effective consent, one must be of legal age; New York State defines 17 years as of legal age.

New York State Criminal Codes do not utilize Affirmative Consent Standards but do delineate lack of consent standards: Lack of consent results from:

- (a) Forcible Compulsion; or
- (b) Incapacity to consent

### **Procedures Victims Should Follow**

If an incident of sexual assault, domestic violence, dating violence or stalking occurs the College's first concern is for one's safety and well-being. Victims are encouraged to consider the following procedures:

- Get to a safe place where you feel as physically and emotionally safe as possible.
- If one is not sure what to do or where to start, call a Sexual Assault Response Team (SART) Advocate. SART Advocates are trained faculty, administrators, and staff to provide 24-hour support. An advocate can be reached by calling 845-437-7333 and asking for "SART."
- Seek medical attention for any physical injuries, potential pregnancy, or potential sexually transmitted diseases. One can visit the health center on campus, a local emergency room, or seek off-campus medical assistance.
- If an incident of sexual assault, domestic violence, dating violence or stalking occurs it is important to preserve evidence to aid in the possibility of a successful criminal prosecution or obtaining a protection order. The victim of a sexual assault should not wash, douche, use the toilet, or change clothing prior to a medical exam. Any clothing removed should be placed in a paper bag. Evidence of violence, such as bruising or other visible injuries, following an incident of domestic or dating violence should be documented including through the preservation of photographic evidence. Evidence of stalking including any communication, such as written notes, voice mail or other electronic communications should be saved and not altered in any way.



This kind of exam can be done at a hospital and involves collecting evidence and photographs. It is most helpful to get evidence collected quickly – before one eats, drinks, showers, uses the bathroom, etc. The location closest to Vassar where one can obtain an exam like this is Vassar Brother’s Hospital.

- If a victim would like to learn about options for, and receive assistance in, changing academic, living, transportation, or work situations, one can contact the Title IX Coordinator, SAVP or SART. One can also learn about how to apply for a leave of absence, get questions answered about financial aid, and learn how to request protective measures on campus from the Title IX Coordinator, SAVP or SART.
- If a victim would like to learn about or access off campus resources they can receive assistance from the Center for Victim Safety and Support or Grace Smith House, both located in Poughkeepsie, NY. Both service agencies provide counseling resources, advocacy with reporting, and additional individual assistance. Grace Smith House also provides off campus shelter housing for victims of domestic violence. More information is located below.
- Victims can also access national hotline resources, including RAINN at [www.rainn.org](http://www.rainn.org) or 800.656.HOPE (4673), the Stalking Resource Center at or 855-4-VICTIM at [victimsofcrime.org/our-programs/stalking-resource-center](http://victimsofcrime.org/our-programs/stalking-resource-center) and the National Domestic Violence Hotline at [thehotline.org](http://thehotline.org) or 800-799-7233.

### ***On Campus Resources***

The Dean of Students, Director of Residential Life, Associate Director of Residential Life, Director of Health Education, Director of Sexual Assault and Violence Prevention, Sexual Assault Response Team Advocates, House Advisors, House Interns, Student Fellows, and House Fellows are trained to provide support and counseling for students.

The **Office of Sexual Assault & Violence Prevention (SAVP)** aims to prevent and respond to sexual assault, dating/domestic violence, stalking, and sexual harassment through prevention education, collaboration, outreach, and advocacy. SAVP is committed to taking a survivor-centered approach, which means that if a student is victimized, they are given the options and make the decisions about what services they would like to access and whether or not they would like to report the incident. SAVP includes the Sexual Assault Response Team (SART). The members of SART are faculty and administrators who provide individual support, advocacy, and information to students who have been victims of sexual assault, relationship abuse, dating/domestic violence, and/ or stalking. SART is available 24/7 by calling 845-437-7333. During business

hours, you may contact the SAVP Director, at 845-437-7863 or by emailing [savp@vassar.edu](mailto:savp@vassar.edu) for support, advocacy, and more information about your options. Both SART and the SAVP Director are private resources.

The Associate Dean of the College for Campus Life and Diversity, House Advisors, House Interns, Student Fellows, and House Fellows are trained to provide support and referral services for students.

**The Counseling Service** is available during the week for confidential individual or group counseling. Call (845) 437-5700 or visit the office at Metcalf House to make an appointment. A Counselor-on-Call is available when the Counseling Center is closed and may be contacted through the Campus Response Center, (845) 437-7333.

**The Student Support Network (SSN)**, a team that fields, and responds to, reports from Vassar community members who are worried about a student, should probably be mentioned. It is described in the 2015-16 Freshman Handbook as follows

“In addition, the dean of students convenes weekly meetings of the Student Support Network (SSN) to coordinate helping resources for students whose behavior indicates they may be in serious trouble. The core SSN consists of the dean of students, the dean of studies, the director of residential life, and the director of counseling; other administrators are invited as appropriate.

SSN members may share information about students who appear to be in trouble (e.g., who appear to be at risk to themselves or others, whose academic situation is dire, who are experiencing significant personal problems, or whose behavior is alarming other members of the college community). The group then determines how best to support the student or students. Please note that confidential information is not shared by the Counseling Service, Health Service, Director of Health Education, or the Accessibility and Educational Opportunity (AEO) office.”

The Office of Equal Opportunity and Affirmative Action/Title IX (EOAA) is responsible for monitoring the College’s compliance with federal and state nondiscrimination laws including Title IX, investigating complaints of discrimination, harassment, and sexual misconduct, and overseeing the informal and formal grievance process in accordance with the College’s Policy Against Discrimination and Harassment. Individuals who wish to report a concern, seek guidance, file a formal grievance, or request training or other assistance may do so by contacting:

Office of Equal Opportunity and Affirmative Action Vassar College, Box 645 124 Raymond Avenue Poughkeepsie, New York 12604-0645 Phone: (845) 437-7924 Fax: (845) 437-7307 <http://eoaa.vassar.edu>

For concerns involving students, administrators, faculty or staff members: Rachel Pereira, Director of EO/AA / Title IX Coordinator, [eoaa@vassar.edu](mailto:eoaa@vassar.edu)

For concerns that involve members of faculty: Colleen Cohen, Faculty Director of Affirmative Action, [cocohen@vassar.edu](mailto:cocohen@vassar.edu)

**Safety and Security**, (845) 437-5221, promotes safety and security on campus, including round-the-clock protection by the uniformed, unarmed security force, additional evening and weekend support by the Campus Patrol (student foot patrols), escort and shuttle services during evening hours, and crime prevention programs. For campus emergencies, contact (845) 437-7333.

The **Campus Response Center (CRC)**, (845) 437-5221, operated by Safety and Security, is located in Main lobby and can be reached 24 hours a day, 7 days a week.

The **Emergency Medical Services (VCEMS)**, (845) 437-7333, provides quality, confidential, volunteer emergency medical care for the Vassar College community during the academic year. VCEMS operates from 5:00pm to 8:00am during the week and throughout the weekend.

The **Health Service** (845) 437-5800 is open from 9:00am to 5:00pm Monday-Friday and from 12:00noon-4:00pm on Saturday and Sunday during the academic year, and is staffed by physicians, physician's assistants, nurse practitioners, and nurses. The Health Service provides routine primary medical care to Vassar students. Travel health advisement is available and immunizations can be given, as well as allergy injections. Routine laboratory testing is available as is referral to outside agencies, as needed. Routine women's health services are provided at (845) 437-5818; men's health counseling is also given in the medical clinic. When the Health Service is not open, Vassar EMS and/or ambulance can be reached by calling (845) 437-7333. For non-emergency medical concerns, the Night Nurse Triage line may also be accessed by calling (845) 437-5800 when the Health Service is closed.

The **Office of Health Education** is staffed by a director and several student wellness peer educators (WPE). Students are encouraged to make an appointment for a one-on-one personalized consultation designed to fit their needs for self-improvement and knowledge of health and self-enhancement. WPEs are also available in the office or the houses to seek out education, referrals, or advice on all aspects of student health. Students are encouraged to use the resource library to learn more about wellness and health issues.

The **dean of studies, dean of freshmen, class advisors, major advisors, and pre-major advisors** are also available to provide support and academic advice for students.

## ***Off Campus Resources***

### **Center for Victim Safety & Support through Poughkeepsie Family Services**

Phone: 845-452-1110

Website: [www.familyservicesny.org](http://www.familyservicesny.org)

Free and confidential support, advocacy, counseling, and emergency assistance for survivors of sexual assault and dating/domestic violence.

### **Grace Smith House**

Phone: (845) 471-3033

Website: [www.gracesmithhouse.org](http://www.gracesmithhouse.org)

Grace Smith House is a shelter for victims of domestic violence and their dependent children in need of safety and protection. The full spectrum of services for women and children who are victims of domestic violence is offered. These services include: emergency shelter, safety, housing advocacy, information and referral, justice department advocacy, legal information and advocacy, parenting discussions, children's groups and advocacy, crisis and supportive counseling, and a 24-hour hotline.

### **District Attorney's Office**

Phone: (845) 486-2300

Website: <http://www.co.dutchess.ny.us/countygov/departments/districtattorney/daindex.htm>

The District Attorney is an independently-elected public official who prosecutes or otherwise disposes of all crimes committed in the County of Dutchess, including state institutions and correctional facilities, on behalf of the People of the State of New York.

### **Sexual Assault Forensic Exam**

Contact the 24-Hour Rape Crisis Hotline:

Phone: (845) 452-7272

Website: <http://www.familyservicesny.org>

Advocates at the Center for Victim Safety and Support can provide more information about the SAFE exam options at both Vassar Brothers and Mid-Hudson Regional Hospital. Survivors are typically treated by trained sexual assault specialists, usually in a private examination room. This service is free of charge. Using this service does not mean you have to press charges.

## **Vassar Brothers Hospital (Poughkeepsie, NY)**

Contact the 24-Hour Rape Crisis Hotline:

Phone: (845) 452-7272

Website: <http://www.familyservicesny.org>

This number will also provide arrangements for a SAFE exam. Survivors are typically treated by trained sexual assault specialists, usually in a private examination room. Using this service does not mean you have to press charges.

## **Accommodations**

Whether or not a student or employee reports to law enforcement and or pursues any formal action with the College, if they report an incident of sexual misconduct, dating violence, domestic violence, and stalking, Vassar College is committed to providing them as safe a learning or working environment as possible. Vassar College will make all reasonable and necessary accommodations to the requesting party's academic, living, transportation, and/or working environment. Students and employees may contact the Title IX Coordinator, the SAVP Director, or SART advocates for assistance with such accommodations. Accommodations may be made even if a student does not wish to formally report an incident of sexual violence to the College.

A complainant may meet with Vassar Safety and Security, the appropriate campus Dean of Students and the Title IX Coordinator to develop a Safety Action Plan, which is a plan for Vassar and the victim to reduce risk of harm while on campus or coming and going from campus. This plan may include, but is not limited to escorts, special parking arrangements, changing classroom location or allowing a student to complete assignments from home, etc. The College cannot apply for a legal order of protection, no contact order or restraining order for a victim from the applicable jurisdiction(s).

The victim is required to apply directly for these services through the local court's system.

The College may issue an institutional no contact order, if deemed appropriate, or at the request of the victim or accused. No contact orders prohibit contact between students when there exists a reasonable concern that physical or psychological harm may result from such contact.

To the extent of the victim's cooperation and consent, College offices will work cooperatively to ensure that the complainant's health, physical safety, work and academic status are protected, pending the outcome of a formal college investigation of the complaint. For example, if reasonably available, a complainant may be offered changes to academic, living, or working situations in addition to counseling, health services, visa and immigration assistance and assistance in notifying appropriate local law enforcement.

## **Victim Confidentiality**

Vassar College recognizes the sensitive nature of sexual violence and is committed to protecting the privacy of any individual who reports an incident of sexual violence. Personal identifiable information about the victim will be treated as confidential and only shared with persons with a specific need to know who are investigating/adjudicating the complaint or delivering resources for support services to the complainant (for example, publicly available record-keeping for purposes of Clery Act reporting and disclosures will be made without inclusion of identifying information about the victim, as defined in 42 USC 1395 (a) (20). Further, the institution will maintain as confidential, any accommodations or protective measures provided to the victim to the extent that maintaining such confidentiality would not impair the ability of the institution to provide the accommodations or protective measures.

The College does not publish the name of crime victims or house identifiable information regarding victims in the College Safety and Security department's Daily Crime and Fire Log or online. Students may block the public disclosure of directory information by notifying the Office of the Registrar in writing. Requests for non-disclosure will be honored by the college until removed in writing by the student. Students may also control the types of directory information displayed in the online Student Directory by going to the Student Directory page of the Vassar College website and logging into "set student display preferences."

## **Bystander Intervention and Risk Reduction**

Bystanders play a critical role in the prevention of sexual and relationship violence. They are "individuals who observe violence or witness conditions that perpetuate violence. They are not directly involved but have the choice to intervene, speak up, or do something about it." We want to promote a culture of community accountability where bystanders are actively engaged in the prevention of violence without causing further harm. We may not always know what to do even if we want to help. Below is a list of some ways to be an active bystander:

1. Watch out for your friends and fellow students/employees. If you see someone who looks like they could be in trouble or need help, ask if they are ok.
2. Confront people who seclude, hit on, try to make out with, or have sex with people who are incapacitated.
3. Speak up when someone discusses plans to take sexual advantage of another person.
4. Believe someone who discloses sexual assault, abusive behavior or experience with stalking.
5. Refer people to on or off campus resources listed in this document for support in health, counseling, or with legal assistance.

If you or someone else is in immediate danger dial 911. This could be when a person is yelling at

or being physically abusive towards another and it is not safe for you to interrupt.

Further information regarding bystander intervention may be found at:

<http://www.mencanstoprape.org/Theories-that-Shape-Our-Work/bystander-intervention.html> and <https://www.notalone.gov/students/>

## **Education Programs**

Throughout the year, programs designed to promote awareness are presented by a variety of College resources. Prevention programs include an overview of the College's policies and procedures, relevant definitions, including prohibited conduct, discussion of the impact of alcohol and illegal drug use, effective consent, safe and positive options for bystander intervention, and information about risk reduction. Incoming students and new employees will receive primary prevention and awareness programming as part of their orientation. Returning students and employees will receive information on a periodic basis. All incoming students complete an online course, "Think About It," through Campus Clarity before they are eligible to register for fall classes. This course details information about Vassar's sexual misconduct policy, as well as issues pertaining to consent, sexual assault, dating violence, stalking, healthy relationships and bystander intervention. Additionally, during first-year orientation they attend [Speak About It](http://speakaboutitonline.com) ([speakaboutitonline.com](http://speakaboutitonline.com)), an educational performance with information pertaining to Vassar's policy, healthy relationships, and bystander intervention. All incoming students also attend small-group bystander intervention training workshops to discuss strategies to safely intervene in risky situations. Throughout the year the Sexual Assault and Violence Prevention Office has also offered [Mentors in Violence Prevention](http://www.mvpnational.org/) (<http://www.mvpnational.org/>) (MVP) trainings, We Are Here - a violence prevention curriculum designed by Vassar students.

## **Conduct Proceedings**

Vassar College strictly prohibits all acts of sexual assault, domestic violence, dating violence, and stalking. The College has two approaches for resolving complaints of alleged discrimination and harassment: informal resolution and the formal grievance processes. Informal resolution efforts and the formal grievance processes are not mutually exclusive, and neither is a prerequisite for the other. Moreover, the informal resolution process may be ended at any time in order to initiate a formal complaint. Individuals who believe that they have been victims of sexual misconduct, dating and domestic violence, or stalking can reach out to the Director of EOAA/Title IX Coordinator who will meet with them to hear their concerns, and review available options for informal and formal resolution. Discussing a concern does not commit one to making a formal charge. However, a reporting individual should be aware that the College may decide that it is necessary to take action to address the harm beyond an informal discussion, if the College

determines in good faith that failure to investigate does not adequately mitigate a potential risk of harm to the reporting individual or other members of the community.

If such a determination is made, reporting individuals who do not wish to participate in that process will not be required to do so.

The College encourages the prompt reporting of any potential violations of the Sexual Misconduct policy, so that it can take appropriate steps to maintain an environment free of sexual and interpersonal violence, and to ensure that its procedures are effective in promoting this goal. While no fixed reporting period has been established, early reporting and intervention has proven to be the most effective method of resolving actual or perceived incidents of sexual and other forms of harassment.

#### **A. Informal Resolution: Seeking Mediation**

1. Informal resolution procedures are allowed for incidents other than non-consensual contact, non-consensual intercourse, exploitation, dating/domestic violence, and stalking and are intended to allow the complainant and the respondent to provide detailed information about the alleged incident(s) of discrimination or harassment and reach a mutually agreeable resolution. The mediation process aims to assure fairness, to facilitate communication, and to maintain an equitable balance of power between the parties.
2. With consent of both the reporting individual and the respondent, the Office of Equal Opportunity and Affirmative Action/Title IX will contact a mediator whose training is appropriate to the conflict to be resolved. The mediator is not an advocate for either the reporting individual or the respondent. The role of the mediator is to aid in the resolution of problems in a non-adversarial manner.
3. The informal resolution process ends when a resolution has been reached or when the reporting individual or the respondent has terminated the process. At any time during the mediation process, the complainant and the respondent are free to withdraw consent. A successful informal resolution results in a binding agreement between the parties.
4. The mediator shall notify the faculty director of affirmative action or Director of EOAA/Title IX Coordinator of the result of the mediation process. If the dispute is not resolved through mediation, the faculty director of affirmative action or the Director of EOAA/Title IX Coordinator shall immediately inform all affected parties and discuss with the reporting individual other alternatives for achieving resolution. The reporting individual may file a formal grievance with the Office of Equal Opportunity and Affirmative Action/Title IX or withdraw the informal complaint. The informal resolution process, if unsuccessful, will not prejudice the rights of either party in the dispute. Therefore, should the informal resolution be unsuccessful, neither the reasons for the failure of the mediation



nor any material or statements made during the process will be used in any subsequent proceedings or forums.

5. No written records of the mediation process, other than the final resolution, shall be retained by the faculty director of affirmative action or the Director of EOAA/Title IX Coordinator. Original documents shall be returned to their original source or to another site as agreed in the resolution by the reporting individual and the respondent.

## **B. Formal Grievance Process**

A formal grievance process may be initiated in person by meeting with the Director of EOAA/Title IX Coordinator or in writing to the Office of Equal Opportunity and Affirmative Action/Title IX (for matters involving faculty, the grievance can be directed to the Faculty Director of Affirmative Action).

**The following procedures are used when the accused is a member of the faculty, administration, or staff.**

The College strongly encourages submission of grievances in writing after meeting first with the appropriate person.

The formal grievance should be hand delivered or sent by certified mail to either the attention of the faculty director of affirmative action or the Director of EOAA/Title IX Coordinator, as appropriate, at: Office of Equal Opportunity and Affirmative Action/Title IX, Vassar College, Campus Box 645, 124 Raymond Ave, Poughkeepsie NY 12604-0645. A formal grievance must identify and include the following information:

1. Reporting individual's signature and the date signed;
2. Name of the accused individual, her or his position or status, and contact information, if known;
3. Clear and concise description of the alleged incident(s), when and where it occurred;
4. Description of all informal efforts, if any, to resolve the issue(s) with the person involved. This includes names, dates and times of attempted or actual contact along with a description of the discussion and the manner of communication made in the course of each effort;
5. Supporting documentation and evidence; and
6. Names of witnesses or individuals who may have direct and relevant information about the specific allegation (with accompanying addresses, email addresses, and telephone numbers).

Upon receipt of a complaint, Director of EOAA/Title IX Coordinator will review the complaint for appropriateness and time lines. The Director of EOAA/Title IX Coordinator will provide the grievant with written notice of receipt of the complaint within five working days, and will advise the grievant of the college's grievance procedures and forms of relief.

Formal grievance complaints require that the respondent be advised of the allegations and the source of the complaint by the faculty director of affirmative action or the Director of EOAA/Title IX Coordinator.

The faculty director of affirmative action or the Director of EOAA/Title IX Coordinator, as appropriate, will provide the respondent with a copy of the formal grievance complaint within five working days of receipt of the complaint, and will advise the respondent of the college grievance policy and procedures.

The faculty director of affirmative action or the Director of EOAA/Title IX Coordinator, as appropriate, shall discuss with the grievant whether or not the alleged incidents of discrimination or harassment constitute a violation of the college's nondiscrimination and non-harassment policy, and whether or not it is appropriate to convene a Grievance Hearing Panel. The decision to request a Grievance Hearing Panel rests with the grievant.

If the respondent is a member of the faculty, staff, or administration, and the grievant requests a Grievance Hearing Panel, the grievance shall be transmitted to the respondent's senior administrative officer (the senior administrative officers of the college include the President, the Dean of the College, the Dean of the Faculty, the Dean of Strategic Planning and Academic Resources, the Vice President for Communications, the Vice President for Alumnae/I Affairs and Development, and the Vice President for Finance and Administration) who shall convene a Grievance Hearing Panel.

### **Hearing Procedures**

The Grievance Hearing Panel, appointed and chaired by the respondent's senior administrative officer, will then conduct a hearing, including an examination of those witnesses and receipt of such documentary evidence as the panel may deem appropriate.

Both parties will have the opportunity to review all other contents of the case file after the hearing. Contents of the file can only be seen in the office of the senior administrative officer in the presence of an observer. Notes may be taken while reviewing the file.

## **Findings of the Panel**

The panel will deliberate in private session and will decide by closed vote whether a violation of the college's Policy Against Discrimination and Harassment and/or other college policies has occurred, based on the preponderance of the evidence. The chair does not vote. A decision that a violation has occurred requires majority agreement among the members eligible to vote. In the case of the finding of a violation, the senior administrative officer, in consultation with the members of the panel, shall determine the appropriate remedy or sanction. A written summary prepared by the chair of the Grievance Hearing Panel on the basis of this judgment shall be conveyed to both the grievant and the respondent within three working days after the deliberations have been completed. If the respondent is a member of the faculty, staff, or administration and has been found to be in violation of the college's nondiscrimination and non-harassment policy, a written record of the grievance and the opinion by the Grievance Hearing Panel shall be retained in the files of the respondent's senior administrative officer. If the respondent is a student, a written record shall be kept in the files of the College Regulations Panel. When the complaint has been resolved through informal mediation or judged not to be well founded through formal hearing procedures, a written record shall be retained only at the request of the respondent.

## **Corrective Action**

The respondent's senior officer will impose prompt remedial and/or disciplinary action against any respondent found to have violated this policy. Possible actions are, targeted educational and training programs; the development and enforcement of explicit contractual agreements about future conduct; changes in the working, learning or living environment; formal censure; reassignment or removal from an elected or appointed position; termination of employment; or other measures as the college believes will be effective in ending the misconduct and correcting the effects of the harassment.

## **The following procedures are used when the accused is a student:**

The College will seek consent from reporting individuals prior to conducting an investigation. At the conclusion of a Title IX investigation the matter can be resolved administratively at the discretion of the Title IX Coordinator and with the consent of both the reporting individual and the respondent. The College will proceed to the adjudication phase if, after an investigation, the matter is not resolved administratively. The adjudication phase consists of a hearing before a trained external neutral adjudicator and college liaison. The adjudicator will hear allegations of violations of college regulations involving sexual misconduct, stalking, dating/domestic violence and other similar incidents of gender-based harassment or violence and will have received

specialized training with respect to these issues. The Title IX Coordinator is responsible for this hearing process. At the conclusion of either the administrative resolution or hearing, written notice will be provided to both parties to communicate the findings and sanction(s), if applicable.

### **Hearing Procedures**

1. The reporting individual and respondent may review the College's investigation file in hardcopy at the College at least two days prior to the hearing. Separate copies of the file will not be emailed or sent to either party. The hearing body and both parties will have access to the investigative file for review during the hearing.
2. The reporting individual and respondent may make a statement, present evidence and witnesses, and/or submit relevant information at the hearing. The College may also present witnesses and/or information. All witnesses must be identified to the Title IX Coordinator at least two business days before the date of the hearing. Both parties will be notified of the names of all witnesses that will be present at the hearing.
3. Neither party is required to make a statement in the physical presence of the other party. Each party will have the option of presenting evidence and attending all or part of the hearing by live video or audio conference call so that a party does not have to be in the same physical space as the other party during the hearing.
4. The reporting individual and respondent may ask questions of each other, witnesses or other individuals during the hearing by submitting questions to the hearing body. All reasonable questions will be asked by the hearing body on behalf of the reporting individual and respondent. The hearing body may also ask questions of the parties.
5. The reporting individual and respondent may be accompanied by an advisor/support person of his/her choice during the hearing. The advisor/support person may assist the reporting individual or respondent, but may not participate in the hearing. Advisors/support persons must be identified to the Title IX Coordinator at least two business days before the date of the hearing.
6. When necessary or appropriate, witnesses, parties, and/or advisors/support per-

sons may participate by video or conference call if they are not able to be present on campus.

7. The hearing body will provide a written finding on the charges to the Dean of the College or his designee and may recommend sanctions. The parties may submit an impact statement to the hearing body after it has made a determination as to responsibility so that the hearing body may consider such written statements before it recommends a sanction, if any, to the Dean. It may be necessary to provide the hearing body an extension of time to submit its report depending on the circumstances of a case, such as if the parties submit an impact statement. In all cases the hearing body will submit its report to the Dean of the College or his designee as as soon as possible. The Dean of the College or his designee will make a final judgment on the findings and assign an appropriate sanction, if any, after reviewing the findings and consulting with the hearing body.
8. The reporting individual and respondent will receive a notice of the hearing outcome and the imposed sanction(s) generally within 3 business days after the date of the hearing.
9. The reporting individual and respondent may appeal the findings of the hearing body and/or final determination and sanction(s) within 5 business days in accordance with the standards and procedures for appeal in the Student Handbook.
10. Retaliation, intimidation, or reprisal of any kind following a hearing, or during or after any phase of the Title IX investigative process, will not be tolerated. Both parties are encouraged to report such incidents promptly to the Title IX Coordinator.

## Sanctions

After determining that a violation has occurred, the appropriate panel or student conduct administrator hearing the case shall recommend a sanction in accordance with factors such as the nature and seriousness of the offense, the motivation underlying the offense, the impact upon the campus community, precedent in similar cases, and/or the student's disciplinary record. Possible sanctions are, educational interventions, warnings, mandated service, loss of privileges, bans, reassignments, probation, removal from campus housing, deferred suspension, suspension, and expulsion. In all cases in which a student is found responsible for violating a college regulation, the sanction(s) assessed for the offense will ordinarily go into immediate effect. Additionally, some behaviors will result in logical consequences such as reassignments, bans, and or restitution.

## Confidentiality

Vassar College will endeavor to maintain confidentiality in all informal and formal proceedings, except as otherwise specified in these statements of procedure. All documents relating to the alleged incident of discrimination or harassment will be maintained as confidential. Participants are authorized to discuss the case only with those persons who have a genuine need to know.

## Time Frame, Process, and Grounds for Filing a Request for Appeal

Either party (complainant or respondent) may appeal the findings and/or sanctions of the panel within five business days of receiving the written decision by delivering a signed and dated appeal by hand or by certified mail to the Office of Equal Opportunity and Affirmative Action, Vassar College, Box 645, 124 Raymond Ave, Poughkeepsie NY 12604-0645.

1. For students, the final disposition may be appealed by the grievant or the respondent through the College Regulations Appeals Committee. Detailed rules and procedures of the College Regulations Appeals Committee are available from the Office of the Dean of Students upon request.
2. For faculty and staff, the final disposition may be appealed to the President by the grievant or the respondent within 30 days of the final ruling. The appeal process for faculty and staff is initiated by filing a written request for review with the faculty director of affirmative action or the Director of EOAA/Title IX Coordinator. The written request must specify one or more of the following criteria: 1) evidence of alleged procedural errors which impaired the ability of either party to adequately present herself or himself, or 2) the imposition of excessive penalty. Appeals may not be based on general dissatisfaction with the proposed disposition. The faculty director of affirmative action or the Director of EOAA/Title IX

Coordinator will forward the appeal to the president. The president shall have the authority to affirm the finding or remand the finding to the senior administrative officer for reconsideration. A copy of the President's written decision may be expected within 30 days of the filing of the appeal and shall be sent to all parties and the senior administrative officer whose authority will be needed to carry out the disposition. The deadline may be extended by the President for good cause. The decision of the president on the appeal is final.

Sanctions will take effect immediately, notwithstanding an appeal. A request may be made to the panel chair to defer the effective date of sanctions in exigent circumstances. In cases where the appeal results in reinstatement to the institution or of privileges, all reasonable attempts will be made to restore the individual to her or his prior status, recognizing that some opportunities may be irretrievable in the short term.

All conduct proceedings, whether the conduct is reported to have occurred on or off campus, shall provide a prompt, fair and impartial investigation and resolution by officials who have received annual training on the nature of the types of cases they are handling, on how to conduct an investigation, and conduct a hearing in a manner that protects the safety of victims and promotes accountability.

For additional information about student conduct proceedings please consult the Vassar Student Handbook available at <http://deanofthecollege.vassar.edu>. For additional information about employee conduct proceedings please consult Vassar's Administrative Procedures on discipline/applicable collective bargaining agreement.

## **Personal Safety**

Theft, disorderly conduct, and alcohol related offenses are very common on college and university campuses. However, they do not stand-alone. Despite law enforcement's efforts, serious crimes do occur on campuses. It is important to report any suspicious incidents to Safety and Security or local police and always remain alert and vigilant.

One of the more serious crimes that too often goes unreported is sexual assault. It is important to know what these crimes are, because in many cases, victims do not realize that have been victimized. Additionally, crimes of this nature are very difficult for victims to report for a number of very complex reasons. We provide the following information to assist those help who may have been victims of sexual assault or who have a friend who has been sexually assaulted.

- Get to a safe place as soon as possible!
- Try to preserve all physical evidence – The victim should not bathe, shower, brush teeth, douche, use the toilet, or change clothing until s(he) has a medical exam. Contact a close friend or relative, if available, who can provide support and accompany the victim to the medical exam and/or police department. Advocates from the Women’s Resource Center can be available to the victim to provide support.
- Get medical attention as soon as possible – An exam may reveal the presence of physical injury of which the victim is unaware. Following a sexual assault, antibiotics are typically given at the time of the exam to help prevent the victim from acquiring certain sexually transmitted diseases. Emergency contraceptive pills are offered to all victims at the time of the exam (if the victim presents within 120 hours) to help prevent pregnancy from occurring as a result of the rape. If the victim reports memory loss, loss of consciousness or other circumstances suspicious for a drug-facilitated assault, a urine test may be done if the victim presents within 96 hours. Some of the commonly used “date rape” drugs, however, are only detectable in the urine for 6-8 hours after ingestion.
- Contact the police – Sexual assault is a crime, it is vital to report it. It is important to remember report a crime is not the same as prosecuting the crime. The decision to prosecute may be made at another time. Final decision to prosecute is determined by the District Attorney.
- Consider talking to a counselor – Seeing a counselor may be important in helping the victim understand his/her feelings and begin the process of recovery.

### **Our Commitment to Addressing Sexual Assault/Rape**

The College does not tolerate sexual misconduct or abuse, such as sexual assault, rape or any other forms of nonconsensual sexual activity. Sexual misconduct in any form violates the Student Code of Conduct, College policies and may violate Federal and State Laws. Violations of this policy are subject to disciplinary sanctions through the Dean of Students or the Director of EOAA/Title IX Coordinator. Vassar College provides the following rights to all sexual assault victims:

- Both parties may have others present during the disciplinary proceeding and any related meeting, including an advisor or support person of their choice. This person is not entitled to represent the person.



- A complainant has the right to present his or her case. This includes the right to adequate, reliable, and impartial investigation of complaints, the right to have an equal opportunity to present witnesses and other evidence, and the right to the same appeal processes, for both parties.
- A complainant has the right to be notified of the time frame within which: (a) the College will conduct a full investigation of the complaint; (b) the parties will be notified of the outcome of the complaint; and (c) the parties may file an appeal, if applicable.
- A complainant has the right for the complaint to be decided using a preponderance of the evidence standard (i.e., it is more likely than not that sexual misconduct occurred).
- Both parties have the right to be notified, in writing, of the outcome of the disciplinary proceedings at the same time.
- As noted in the Clery Act, both parties are to be informed of the outcome, including sanction information, of any institutional proceeding alleging a sex offense. Vassar may not require a complainant to abide by a non-disclosure agreement, in writing or otherwise.
- The grievance procedures may include voluntary informal methods (e.g., mediation) for resolving some types of sexual misconduct complaints. However, the complainant must be notified of the right to end the informal process at any time and begin the formal stage of the complaint process. In cases involving allegations of sexual assault, mediation is not appropriate.

### **College Procedures for Responding to Reports of Sexual Assault**

If you or someone you know is the victim of a sexual assault, the victim has several rights, including:

- The right to report the incident to Vassar's Safety and Security or local police. Filing a police report does not mean the victim must pursue criminal charges. The victim maintains his or her rights throughout the process.
- There are several community service and health organizations that can provide counseling, mental health, and other related services to sexual assault victims. These resources can be accessed through the Title IX Coordinator.
- If a victim of a sexual assault or relationship violence incident requests a change in her or his living arrangements or academic schedule, the Office of The Dean of Students, and other offices at the College, will assist the individual with making these changes, as long as they are reasonably available.

## Sexual Assault Prevention Education Programs

The Office of Sexual Assault Violence Prevention (SAVP) provides campus programming and education about sexual assault, relationship abuse, and stalking, by working closely with community partners to increase campus awareness and to generate dialogue.

SAVP is committed to providing both peer-to-peer and administrator-led violence prevention workshops to the Vassar campus community throughout the academic year. Workshops include information and training around issues of consent, sexual assault, dating/domestic violence, stalking, the impact of rigid gender norms and stereotypes, and effective bystander intervention tools you can use to confront gender-based violence in your community! SAVP has also offered [Mentors in Violence Prevention \(MVP\)](#) trainings, [We Are Here](#) - a violence prevention curriculum designed by Vassar students, and has hosted [Speak About It](#) to perform during first year orientation.

Workshops can also be tailored to fit the needs of your group or organization.

If you would like more information or violence prevention resources please email SAVP Director, at [savp.vassar.edu](mailto:savp.vassar.edu)

SAVP includes the Sexual Assault Response Team (SART). The members of SART are faculty and administrators who provide individual support, advocacy, and information to students who have been victims of sexual assault, relationship abuse, dating/domestic violence, and/ or stalking. All interactions with the SART advocates are confidential and will be conducted with a victim-centered approach: the advocate offers the student options and choices, and the student makes all decisions.

### **Below is a list of some of the programs available at Vassar:**

A. Primary prevention and awareness programs for new students and new employees, including safe and possible options for intervention for a bystander(s):

- 1) A statement that Vassar prohibits the offense of domestic violence, dating violence, sexual assault and stalking;
- 2) The definition of domestic violence, dating violence, sexual assault and stalking under New York;
- 3) The definition of consent under New York Law, in reference to sexual activity;
- 4) Safe and positive options for bystander intervention that may be carried out by an individual to prevent harm or intervene when there is a risk of domestic violence, dating violence, sexual assault, stalking or any form of sexual misconduct against a person;

5) Information on risk reduction to recognize warning signs of abusive behavior and how to avoid potential attacks; and

6) Ongoing prevention and awareness programs for Vassar students, and employees.

B. Training for Title IX Coordinators; Safety and Security Officers, Vassar College designated “responsible employees”; victim advocates and other staff involved with responding to, investigating or adjudicating sexual misconduct.

### **Sex Offender Registration – Campus Sex Crimes Prevention Act**

In accordance with the “Campus Sex Crimes Prevention Act of 2000”, which amends the Jacob Wetterling Crimes Against Children and Sexually Violent Offender Registration Act, the Jeanne Clery Act and the Family Educational Rights and Privacy Act of 1974, Vassar is providing contact information to the State of New York Offender Registry. Federal and state laws require a person designated as a “sexual predator or offender” to register with the New York State Division of Criminal Justice. The State Division of Criminal Justice required to notify the local law enforcement agency where the registrant resides, attends or is employed by an institution of higher learning. Students, faculty, and staff may access information about sexual predators/offenders at: <http://www.criminaljustice.ny.gov>.

## **CAMPUS SECURITY POLICIES, CRIME PREVENTION & SAFETY AWARENESS PROGRAMS**

In an effort to address the importance of security of oneself and others, Vassar College Safety and Security Community Engagement Unit works closely with Residential Life and other Constituency programs on campus. The Unit presents periodic Crime and Safety Programs to Residence Life Staff and Students, First year Students, Exploring Transfer Staff and Students, Summer Programs Staff and Students and for all Staff and Students as requested. Topics include Violence Prevention and Intervention, Response to Active Shooter training (Run, Hide Fight), Residence Hall Safety, Crime Prevention Events, such as the Annual Bicycle Safety and registration events in the Campus Quad.

### **Firearms, Dangerous Articles and Substances**

Possession, storage, and/or use of a firearm(s) of any description (including, but not limited to, air rifles, airsoft guns, paint ball guns, pellet guns, pistols, ammunition, gunpowder, etc.) at Vassar College is prohibited and subject to immediate termination of the Housing Agreement and removal from residence, as well as judicial action and criminal prosecution (Student Handbook Part E. Section 29).

In addition, possession, storage or use of a dangerous weapon (including but not limited to clubs, dangerous knives, martial arts weapons), hazardous chemicals or biological substances, explosive devices of any description (including but not limited to fireworks, regardless of size or type), incendiary devices specifically modified to be used as weapon, hunting equipment, and other dangerous articles, weapons, or substances in the residences is prohibited and may be subject to immediate termination of the Housing Agreement and removal from residences, as well as judicial action and criminal prosecution.

### **Missing Student Notification Policy**

The Higher Education Act of 2008 requires institutions that provide on-campus student housing to establish a missing student notification policy and procedure for those who reside in the on-campus housing. Vassar College takes student safety very seriously. To this end, the following policy has been established concerning students who live in College-owned campus housing and who, based on the facts and circumstances known at the time to College officials, are presumed to be missing. Anyone who believes a student to be missing should immediately report her/his concern to the Safety and Security Office, (845) 437-7333. Reports of a missing student should be made to one of the following Vassar College officials: Director of Safety and Security, (845) 437-7333 Dean of Students, (845) 437-5315 Dean of the College, (845) 437-5600 Director of Residential Life/Assistant Dean of Students, (845) 437-5860.

Other college officials receiving a missing person's report relating to a student are required to notify the dean of students or Safety & Security immediately. Any report of a missing student will be fully investigated by appropriate college personnel under the coordination of the Dean of Students and /or the Director of Safety & Security. In order to determine if a student is missing, College officials will check a student's card access records, class attendance, student residence, and use other methods to determine the status of a missing student. Vassar will notify appropriate local law enforcement agencies not later than 24 hours after the time a student is determined to be missing. If the student has designated an emergency contact person, the college will notify that individual as well.

### **Confidential Emergency Contact Information**

In compliance with the Federal Higher Education Opportunity Act, federal law, 20 U.S.C § 1092j, a student may identify a confidential contact to be contacted by the college not later than twenty-four (24) hours after the time circumstances indicate that the student may be missing. The student should notify the confidential contact that he or she has been designated as an such. Confidential contact information will be considered private and only assessable to authorized Vassar College individuals or law enforcement in the event the

student is reported missing. Confidential contact information is distinct from general emergency contact information. It is kept by the Office of Residential Life. For students under age eighteen (18) and not emancipated, Vassar is required to notify the custodial parent not later than twenty-four (24) hours after the time the student is determined to be missing. All enrolled students at the college, regardless of their living circumstances, should designate an emergency contact person. Every student (resident and non-resident) has her/his own student account and may enter or change, under personal information/address, a designated emergency contact person at any time by updating their contact information. Students should update their personal information at the beginning of each academic year as a part of the check-in process to their residence hall and room, and are solely responsible for the accuracy of the information provided and updating the information when needed. In compliance with the Federal Higher Education Opportunity Act, federal law, 20 U.S.C § 1092j, a student may identify a confidential contact to be contacted by the college not later than twenty-four (24) hours after the time circumstances indicate that the student may be missing. The student should notify the confidential contact that he or she has been designated as an such. Confidential contact information will be considered private and only assessable to authorized Vassar College individuals or law enforcement in the event the student is reported missing. Confidential contact information is distinct from general emergency contact information. It is kept by the Office of Residential Life. For students under age eighteen (18) and not emancipated, Vassar is required to notify the custodial parent not later than twenty-four (24) hours after the time the student is determined to be missing. All enrolled students at the college, regardless of their living circumstances, should designate an emergency contact person. Every student (resident and non-resident) has her/his own student account and may enter or change, under personal information/address, a designated emergency contact person at any time by updating their contact information. Students should update their personal information at the beginning of each academic year as a part of the check-in process to their residence hall and room, and are solely responsible for the accuracy of the information provided and updating the information when needed.

### **Daily Crime and Fire Log**

The College maintains a public Daily Crime at the Safety and Security located at The New Hackensack Building, 2500 New Hackensack rd. The Crime is available for public inspection (during normal business hours). The log contains all reported crimes on Vassar's Clery reportable property. The appropriate information is logged in the Crime Log within two business days of it being reported. The Crime shall contain the required reporting information for the most recent 60 days. Crime information greater than 60 days, shall be furnished upon request. The Daily Fire Log is maintained by the Office of Environmental Health and Safety and may be accessed through their office located at 25 Skinner Lane.

## **Crime Prevention and Safety Awareness Programs**

In an effort to promote safety awareness, the Safety and Security Department maintains a strong working relationship with the community. Each year Security and Safety provided valuable information to students at their Orientation.

## **VASSAR COLLEGE'S POLICIES GOVERNING ALCOHOL AND OTHER DRUG**

### **Vassar Alcohol and Drug Policy**

Federal law requires Vassar College to notify annually all faculty, staff, and students of the following:

Vassar College aims to create an environment that promotes the highest levels of learning alongside a healthy and vibrant social atmosphere. To this end, the college is constantly re-evaluating the quality of life on campus. In order to protect all members of the Vassar community, members should understand that the unlawful possession, use, distribution, or manufacture of illicit drugs by students and/or employees, on College property or as part of any school activity, is strictly prohibited by the college, as well as by New York State law.

Furthermore, members of the community should understand that Vassar College observes all laws and regulations governing the sale, purchase, and serving of alcoholic beverages by all members of its community and expects that these laws, regulations, and procedures will be adhered to at all events associated with the college. This includes activities on Vassar campus, in any work area, and at off-campus functions sponsored and supported by Vassar College. The college will continue to work cooperatively with local police agencies to maintain an environment conducive to the learning and social development of our members. The College cannot and will not protect any member of the Vassar community who has broken federal, state, and/or local law. Sanctions may include referral for prosecution, expulsion of a student and termination of an employee or completion of an appropriate rehabilitation program.

### ***Illegal Substances (Drugs)***

It is a violation of state law and college policy to illegally possess, use, distribute, manufacture, sell or be under the influence of other drugs. Students who violate this policy will be referred to the Office of Residence Life, the Office of Student Services, and/or Safety and Security.

**Know the signs:**

- Passed out or difficult to awaken
- Cold, clammy, pale or bluish skin
- Slowed breathing
- Vomiting (asleep or awake)

**Know how to help:**

- Turn a vomiting person on his/her side to prevent choking
- Clear vomit from the mouth
- Keep the person awake
- NEVER leave the person unattended

***Policies Specific to Faculty and Staff*****FEDERAL AND NEW YORK STATE LAWS REGARDING DRUG AND ALCOHOL VIOLATIONS**

Both federal and New York State law make it a criminal offense to manufacture, distribute, dispense, or possess with intent to manufacture, distribute, dispense, or simply possess a controlled substance, including marijuana. 21 U.S.C. § 801, et. seq.; New York State Penal Law §§ 220 and §§ 221; New York State Public Health Law, § 3306.

Federal penalties for the illegal possession, use, sale, or delivery of controlled substances depends on the quantity of the drug and the type of drug. Drugs are categorized according to Schedules, which depend on the drug's known or potential medical value, its potential for physical or psychological dependence, and its risk, if any, to public health. Schedule I drugs carry the most severe penalty, and Schedule V drugs carry the least severe penalty. The Federal Controlled Substances Act provides penalties of up to 15 years imprisonment and fines of up to \$25,000 for unlawful distribution of or possession of with intent to distribute narcotics. For unlawful possession of a controlled substance, a person is subject to one year of imprisonment and fines up to \$5,000. Any person who unlawfully distributes a controlled substance to a person under 21 years of age may be punished by up to twice the term of imprisonment and fine otherwise authorized by law. Federal trafficking penalties for first offense Schedule I and II drugs range from a minimum of five years to a maximum of life in prison and a fine of \$1 million for an individual or \$10 million if not an individual. Penalties for first offense trafficking Schedule III and IV drugs range up to five years in prison and a fine of \$250,000 for an individual or \$1 million if not an individual. Federal penalties for first offense trafficking marijuana range up to a maximum of life in prison and up to \$4 million fine for an individual or \$10 million if not an individual, depending on the quantity of marijuana.

## **Definition of Controlled Substance Schedules**

The drugs and other substances that are considered controlled substances under the CSA are divided into five schedules. A listing of the substances and their schedules is found in the DEA regulations, 21 C.F.R. Sections 1308.11 through 1308.15. A controlled substance is placed in its respective schedule based on whether it has a currently accepted medical use in treatment in the United States and its relative abuse potential and likelihood of causing dependence. Some examples of controlled substances in each schedule are outlined below.

NOTE: Drugs listed in schedule I have no currently accepted medical use in treatment in the United States and, therefore, may not be prescribed, administered, or dispensed for medical use. In contrast, drugs listed in schedules II-V have some accepted medical use and may be prescribed, administered, or dispensed for medical use.

### **Schedule I Controlled Substances**

Substances in this schedule have a high potential for abuse, have no currently accepted medical use in treatment in the United States, and there is a lack of accepted safety for use of the drug or other substance under medical supervision. Some examples of substances listed in schedule I are: heroin, lysergic acid diethylamide (LSD), marijuana (cannabis), peyote, methaqualone, and 3,4-methylenedioxymethamphetamine (“ecstasy”).

### **Schedule II Controlled Substances**

Substances in this schedule have a high potential for abuse which may lead to severe psychological or physical dependence. Examples of single entity schedule II narcotics include morphine and opium. Other schedule II narcotic substances and their common name brand products include: hydromorphone (Dilaudid®), methadone (Dolophine®), meperidine (Demerol®), oxycodone (OxyContin®), and fentanyl (Sublimaze® or Duragesic®). Examples of schedule II stimulants include: amphetamine (Dexedrine®, Adderall®), methamphetamine (Desoxyn®), and methylphenidate (Ritalin®). Other schedule II substances include: cocaine, amobarbital, glutethimide, and pentobarbital.

### **Schedule III Controlled Substances**

Substances in this schedule have a potential for abuse less than substances in schedules I or II and abuse may lead to moderate or low physical dependence or high psychological dependence.

Examples of schedule III narcotics include combination products containing less than 15 milligrams of hydrocodone per dosage unit (Vicodin®) and products containing not more than 90



milligrams of codeine per dosage unit (Tylenol with codeine®). Also included are buprenorphine products (Suboxone® and Subutex®) used to treat opioid addiction.

Examples of schedule III non-narcotics include benzphetamine (Didrex®), phendimetrazine, ketamine, and anabolic steroids such as oxandrolone (Oxandrin®).

#### **Schedule IV Controlled Substances**

Substances in this schedule have a low potential for abuse relative to substances in schedule III. An example of a schedule IV narcotic is propoxyphene (Darvon® and Darvocet-N 100®). Other schedule IV substances include: alprazolam (Xanax®), clonazepam (Klonopin®), clorazepate (Tranxene®), diazepam (Valium®), lorazepam (Ativan®), midazolam (Versed®), temazepam (Restoril®), and triazolam (Halcion®).

#### **Schedule V Controlled Substances**

Substances in this schedule have a low potential for abuse relative to substances listed in schedule IV and consist primarily of preparations containing limited quantities of certain narcotics. These are generally used for antitussive, antidiarrheal, and analgesic purposes. Examples include cough preparations containing not more than 200 milligrams of codeine per 100 milliliters or per 100 grams (Robitussin AC® and Phenergan with Codeine®).

#### **Violations and Penalties**

The State of New York has established sanctions for the possession, use, and sale of controlled substances that are consistent with federal penalties. Specific criminal sanctions are delineated in the New York State Penal Laws, and the seriousness of the drug offense and penalty imposed upon conviction depends on the individual drug and the amount held or sold, as well as the holder's intent (personal use, distribution, or sale). Below are some additional and important New York State laws regarding the unlawful use of alcohol, tobacco, and other drugs:

**New York State Vehicle Traffic Law § 1192 - Driving While Ability Impaired (BAC .05-.07):** up to a \$300 - \$500 fine for 1st offense, up to 15 days in prison, 90-day license suspension; 2nd offense: \$500 - \$750 fine, up to 30 days in prison, minimum 6 month license revocation; 3rd offense (misdemeanor) \$750 - \$1,500 fine, up to 180 days in prison, minimum 6 month license revocation. **Driving While Intoxicated (BAC .08 or more):** up to a \$500 - \$1,000 fine for first offense, up to 1 year in prison, minimum 6 month license revocation. **Felony Driving While Intoxicated (Second DWI conviction within 10 years):** up to a \$1,000 - \$5,000 fine for second offense, up to 4 years in prison, minimum 1 year license revocation; 3rd offense: \$2,000 - \$10,000 fine, Class D Felony, up to 7 years in prison, minimum 1 year license revocation.

**New York State Penal Law § 260.20(2)** - Furnishing alcohol to persons under age 21; any visibly intoxicated person; or to any habitually intoxicated person known as such to the person authorized to dispense any alcoholic beverages: punishable by a fine and imprisonment up to 1 year. **New York State Penal Law, § 260.21(3)** - Selling tobacco products to any person under the age of eighteen is a class B misdemeanor and punishable by imprisonment of up to three months.

**New York State Penal Law § 240.40** - Appearing in public under the influence of narcotics or a drug other than alcohol to the degree that he may endanger himself or other persons or property, or annoy persons in his vicinity is a violation, punishable by a fine and imprisonment up to 15 days.

### **Drugs Risks and Consequences**

The college recognizes that alcohol and illicit drug abuse are harmful to relationships and family life, work and creativity, study and research, and the health and safety of our community members. Specifically the college would like to remind the community of the following risks associated with the use of illicit drugs and abuse of alcohol:

1. **Interpersonal Problems:** The more a person abuses alcohol or illicit drugs the greater potential for problems within relationships.
2. **Academics:** Difficulty meeting academic responsibilities is one of the most common consequences of alcohol and illicit drug use. Academic problems may include earning lower grades, doing poorly on exams or papers, missing classes, and falling behind on assignments.
3. **Accidents:** The use of alcohol and drugs can alter a person's judgment, normal reaction, and perception; impair motor skills; lower inhibitions; and intensify emotions. All of these increase the chances of accidents either to the user or to others.
4. **Illness and Health Problems:** The use of alcohol and drugs can impact a person's health by putting them at greatly increased risk for health and psychiatric problems, as well as increased morbidity and mortality.
  - a. Alcohol and illicit drugs can interact negatively with over-the-counter and prescription drugs. Every individual reacts differently to alcohol and drugs, at different times.
  - b. Short-term alcohol and drug abuse can lower a person's immune system, making

them more susceptible to colds, illnesses, and injuries.

- c. Long-term alcohol and drug abuse can lead to serious health risks such as addiction, liver disease, heart disease, and certain kinds of cancers.

For more information visit: [www.drugabuse.gov](http://www.drugabuse.gov) and <http://www.samhsa.gov>

### **Drug and Alcohol Abuse Education Programs**

Vassar conducts numerous passive and active evidence based educational programs throughout the year for students, house teams and peer educators. One program utilized is “Red Watch”, a bystander education program. All freshman complete Alcohol Edu and a “Choices” workshop. Our Student Conduct Office refers students to the Health Education Office for services such as “BASICS” (Brief Alcohol Screening for College Students).

Information regarding Resources for Faculty and Staff can be found <http://humanresources.vassar.edu/benefits/staff/eap.pdf> where the Employee Assistance program is described.

Vassar would like to emphasize that its primary goal is to educate students on the dangers of alcohol and drug abuse. In this effort the college takes several steps. The college provides an alcohol and drug education program for all new students, as well as ongoing programming about alcohol and drug use and abuse for students throughout the academic year.

Additionally the college provides educational workshops for students in violation of campus policy on the use of drugs and alcohol.

Vassar College has a deep-rooted respect for its students and employees, and for this reason seeks to share the responsibility of promoting a healthy, safe environment free of drug and alcohol abuse with all members of the Vassar community.

### **Alcohol and the Campus Community: Policies, Procedures, and Resources**

This pamphlet outlines Vassar’s policies and procedures and is distributed to the entire college community. Additional copies are available through the Residential Life Office located on the first floor of Main Building, M-N120.

## Drug Issues and Information Booklet

This booklet is designed to provide information about the spectrum of drugs that may be encountered at college; to encourage well-informed choices about whether or not to use them; and to provide information about their effects. The booklet is available at the Office of Health Education in Metcalf House (845-437-7769).

## ANNUAL DISCLOSURE OF CRIME STATISTICS

Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (20 USC § 1092(f)) requires colleges and universities across the United States to disclose information about crime on and around their campuses. Vassar's Safety and Security Department maintains a close relationship with local police departments to ensure that crimes reported directly to these police departments that involve Vassar College are brought to the attention of the Safety and Security.

The Safety and Security Department collects the crime statistics disclosed in the charts through a number of methods. The statistics below also include crimes that are reported to various campus security authorizes, as defined in this report. The statistics reported here generally reflect the number of criminal incidents reported to the various authorities. The statistics reported for the sub-categories on liquor laws, drug laws and weapons offenses represented the number of people arrested or referred to campus judicial authorities for respective violations, not the number of offenses documented.

### *Definitions of Reportable Crimes*

#### **Murder and Non-negligent Manslaughter**

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

#### **Manslaughter by Negligence**

*The killing of another person through gross negligence. (Gross negligence is the intentional failure to perform a manifest duty in reckless disregard of the consequences as affecting the life or property of another.)*

#### **Sex Offenses**

*Any sexual act directed against another person, without the consent of the victim, including instances where the victim is incapable of giving consent.*

## Sex Offenses include:

1. **Rape** is the penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim.
2. **Fondling** is the touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity.
3. **Incest** is sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
4. **Statutory Rape** is 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 is usually 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.*

## HATE CRIMES

A **hate crime** is a criminal offense committed against a person or property which is motivated, in whole or in part, by the offender's bias. **Bias** is a preformed negative opinion or attitude toward a group of persons based on their race, gender, gender identity, religion, disability, sexual orientation, ethnicity, or national origin. Although there are many possible categories of bias, under Clery, only the following seven categories are reported:

1. **Race.** A preformed negative attitude toward a group of persons who possess common physical characteristics (e.g., color of skin, eyes, and/or hair; facial features, etc.) genetically transmitted by descent and heredity, which distinguish them as a distinct division of humankind (e.g., Asians, blacks, whites).
2. **Gender.** A preformed negative opinion or attitude toward a group of persons because those persons are male or female.
3. **Gender identity.** A preformed negative opinion or attitude toward a group of persons based on their actual or perceived gender-related characteristics.
4. **Religion.** A preformed negative opinion or attitude toward a group of persons who share the same religious beliefs regarding the origin and purpose of the universe and the existence or non-existence of a supreme being (e.g., Catholics, Jews, Protestants, atheists).
5. **Sexual orientation.** A preformed negative opinion or attitude toward a group of persons based on their sexual attraction toward, and responsiveness to, members of their own sex or members of the opposite sex (e.g., gays, lesbians, heterosexuals).

6. **National origin/Ethnicity.** *A preformed negative opinion or attitude toward a group of persons of the same race or national origin who share common or similar traits, languages, customs and traditions (e.g., Arabs, Hispanics).*
  
7. **Disability.** *A preformed negative opinion or attitude toward a group of persons based on their physical or mental impairments/challenges, whether such disability is temporary or permanent, congenital or acquired by heredity, accident, injury, advanced age or illness.*

For Clery purposes, hate crimes include any previously listed as well as the following offenses if they include an element of bias/hate:

**Larceny-Theft**

*The unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another. Constructive possession is the condition in which a person does not have physical custody or possession, but is in a position to exercise dominion or control over a thing.*

**Simple Assault**

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

**Intimidation**

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

*(To be the victim of intimidation, one does not have to be the intended target of the offender.)*

**Destruction/Damage/Vandalism of Property**

*To willfully or maliciously destroy, damage, deface, or otherwise injure real or personal property without the consent of the owner or the person having custody or control of it.*

## DATING VIOLENCE, DOMESTIC VIOLENCE & STALKING

The term “**dating violence**” means violence committed by a person—(a) who is or has been in a social relationship of a romantic or intimate nature with the victim; and (b) where the existence of such a relationship shall be determined based on the victim’s statement with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.

The term “**domestic violence**” includes felony or misdemeanor crimes of violence committed by a current or former spouse or intimate partner of the victim, by a person with whom the victim shares a child in common, by a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the State of New York, or by any other person against an adult or youth victim who is protected from that person’s acts under the domestic or family violence laws of the State of New York.

The term “**stalking**” means engaging in a course of conduct (two or more acts by which the stalker directly, indirectly, or through third parties follows, monitors, observes, surveils, threatens, or communicates about a person or interferes with his or her property) directed at a specific person that would cause a reasonable person to—(a) fear for his or her safety or the safety of others; or (b) suffer substantial emotional distress.

## LAW VIOLATIONS

In addition to disclosing statistics for the aforementioned offenses, the Clery Act requires institutions to disclose ***violations of the law resulting in arrests or persons being referred for disciplinary action*** in the following categories:

### ***Weapons: Carrying, Possessing, Etc.***

*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. This classification encompasses weapons offenses that are regulatory in nature.*



## 2017 Crime Disclosure Table

Primary Crimes	Year	On Campus	Student Housing (subset of On Campus)	Noncampus Building or Property	Public Property	Unfounded			
<b>Criminal Homicide</b>									
Murder and Nonnegligent Manslaughter	2014	0	0	0	0	0			
	2015	0	0	0	0	0			
	2016	0	0	0	0	0			
Negligent Manslaughter	2014	0	0	0	0	0			
	2015	0	0	0	0	0			
	2016	0	0	0	0	0			
<b>Sex Offenses</b>									
Rape	2014	10	8	0	0	0			
Fondling	2014	8	6	0	0	0			
Incest	2014	0	0	0	0	0			
Statutory Rape	2014	0	0	0	0	0			
Rape	2015	13	5	0	0	0			
Fondling	2015	7	6	0	0	0			
Incest	2015	0	0	0	0	0			
Statutory Rape	2015	0	0	0	0	0			
Rape	2016	12	8	0	0	0			
Fondling	2016	4	3	0	0	0			
Incest	2016	0	0	0	0	0			
Statutory Rape	2016	0	0	0	0	0			
<b>Robbery</b>									
	2014	0	0	0	0	0			
	2015	2	0	0	0	0			
	2016	1	0	0	0	0			
<b>Aggravated Assault</b>									
	2014	0	0	0	0	0			
	2015	0	0	0	0	0			
	2016	0	0	0	0	0			
<b>Burglary</b>									
	2014	3	0	0	0	0			
	2015	9	8	0	0	0			
	2016	11	10	0	0	0			
<b>Motor Vehicle Theft</b>									
	2014	0	0	0	0	0			
	2015	2	0	0	0	0			
	2016	0	0	0	0	0			
<b>Arson</b>									
	2014	2	0	0	0	0			
	2015	3	0	0	0	0			
	2016	1	1	0	0	0			
<b>VAWA Offenses</b>									
<b>Dating Violence</b>									
	2014	5	5	0	0	0			
	2015	5	4	0	0	0			
	2016	4	3	0	0	0			
<b>Domestic Violence</b>									
	2014	0	0	0	0	0			
	2015	1	0	0	0	0			
	2016	0	0	0	0	0			
<b>Stalking</b>									
	2014	5	5	1	0	0			
	2015	5	2	0	0	0			
	2016	6	4	0	0	0			
Arrests & Disciplinary Referrals	Arrest				Referred for Disciplinary Action				
		On Campus	Student Housing	Noncampus Building or Property	Public Property	On Campus	Student Housing	Noncampus Building or Property	Public Property
Liquor Law Violations	2014	0	0	0	0	5	3	0	0
	2015	0	0	0	3	18	6	0	0
	2016	0	0	0	0	32	5	0	0
Drug Abuse Violations	2014	0	0	0	0	34	32	0	0
	2015	0	0	0	0	25	22	0	0
	2016	0	0	0	0	69	40	0	0
Illegal Weapons Possession	2014	0	0	0	0	0	0	0	0
	2015	0	0	0	0	0	0	0	0
	2016	0	0	0	0	4	2	0	0
<b>Notes</b>									
The statistics for Sex Offenses also include those incidents reported to Health Services, Health Education, the Title IX Coordinator and the SAVP Coordinator.									
In the year 2016, there were (4) hate crimes committed on campus, (2) involved vandalism based upon religion, on campus, (2) involved vandalism based upon religion, student									
All Clery statistics are based on the locations owned or controlled by the college.									

Include in this classification: manufacture, sale, or possession of deadly weapons; carrying deadly weapons, concealed or openly; using manufacturing, etc., of silencers; furnishing deadly weapons to minors; aliens possessing deadly weapons; and attempts to commit any of the above.

“Deadly weapon” means any loaded weapon from which a shot, readily capable of producing death or other serious physical injury, may be discharged, or a switchblade knife, gravity knife, pilum ballistic knife, metal knuckle knife, dagger, billy, blackjack, plastic knuckles, or metal knuckles, as defined by the Penal Law of the State of New York.

### ***Drug Law 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. The unlawful cultivation, manufacture, distribution, sale, purchase, use, possession, transportation or importation of any controlled drug or narcotic substance. Arrests for violations of state and local laws, specifically those relating to the unlawful possession, sale, use, growing, manufacturing and making of narcotic drugs.*

### ***Liquor Law Violations***

*The violation of state or local laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, or use of alcoholic beverages, not including driving under the influence and drunkenness.*

Include in this classification: the manufacture, sale, transporting, furnishing, possessing, etc., of intoxicating liquor; maintaining unlawful drinking places; bootlegging; operating a still; furnishing liquor to a minor or intemperate person; underage possession; using a vehicle for illegal transportation of liquor; drinking on train or public conveyance; and attempts to commit any of the above.

## ANNUAL FIRE SAFETY REPORT

The Higher Education Opportunity Act enacted on August 14, 2008, requires institutions that maintain on-campus student housing facilities to publish an annual fire safety report that contains information about campus fire safety practices and standards of the institution. The following report details all information required by this act for Vassar College.

### Definitions

The following terms are used within this report. Definitions have been obtained from the Higher Education Opportunity Act:

**On-Campus Student Housing** – A student housing facility that is owned or controlled by the institution, or is located on property that is owned or controlled by the institution, and is within a reasonable contiguous area that makes up the campus.

**Fire** – Any instance of open flame or other burning in a place not intended to contain the burning or in an uncontrolled manner.

### Residence Hall Fire Drills

Fire Drills are conducted in all residential buildings four times per year. New York State Office of Fire Prevention and Control Staff inspect all campus buildings annually and the College corrects any identified violations consistent with the requirements of the inspection program.

Vassar College takes Fire Safety very seriously and continues to enhance its programs to the College community through education, engineering and enforcement. Educational programs are presented throughout the year to faculty, staff and students so they are aware of the rules and safe practices. These programs, which are available at all campus locations, include identification and prevention of fire hazards, actual building evacuation procedures and drills, specific occupant response to fire emergencies and hands-on use of fire extinguishers.

The College maintains and tests all fire alarms and automatic fire suppression systems in accordance with the appropriate New York State Fire Code and National Fire Protection Association Standard to insure system readiness and proper operation in the event of a fire emergency.

Vassar College has adopted and developed numerous Safety Policies and Guidelines to help pro-

HEOA Fire Safety Report data 1/1/2014 - 12/31/2014		Fire Statistics					Fire Safety Systems			
Student Residence	Address	Number of Fires	Cause of Fire	Number of Injuries	Number of Deaths	Property Value Damage	Fire Alarm and Detection Systems	Full Sprinkler System	Evac Plans Posted	Evac Drills Per/yr
Lathrop	11 North Campus Drive	0		0	0	0	YES	YES	YES	4
Strong	7 North Campus Drive	0		0	0	0	YES	YES	YES	4
Raymond	21 Josselyn Drive	0		0	0	0	YES	YES	YES	4
Davison	17 Josselyn Drive	0		0	0	0	YES	YES	YES	4
Josselyn	12 Josselyn Drive	0		0	0	0	YES	YES	YES	4
Jewett	15 Josselyn Drive	0		0	0	0	YES	YES	YES	4
Main	100 Main Campus Drive	1	Electrical Equipment Failure	0	0	0-99	YES	YES	YES	4
Ferry	60 Main Campus Drive	0		0	0	0	YES	YES	YES	4
Cushing	16 Kenyon Drive	0		0	0	0	YES	YES	YES	4
Noyes	10 Kenyon Drive	0		0	0	0	YES	YES	YES	4
South Commons	1 South Commons Drive	0		0	0	0	YES	YES	YES	4
South Commons	2 South Commons Drive	0		0	0	0	YES	YES	YES	4
South Commons	3 South Commons Drive	0		0	0	0	YES	YES	YES	4
South Commons	4 South Commons Drive	0		0	0	0	YES	YES	YES	4
South Commons	5 South Commons Drive	0		0	0	0	YES	YES	YES	4
South Commons	6 South Commons Drive	0		0	0	0	YES	YES	YES	4
South Commons	7 South Commons Drive	0		0	0	0	YES	YES	YES	4
South Commons	8 South Commons Drive	0		0	0	0	YES	YES	YES	4
South Commons	9 South Commons Drive	0		0	0	0	YES	YES	YES	4
Terrace Apartment	1 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment	2 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment	3 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment	4 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment	5 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment	6 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment	7 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment	8 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment	9 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment	10 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment	11 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment	12 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment	13 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment	14 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment	15 Terrace Lane	0		0	0	0	YES	YES	YES	4

Terrace Apartment	16 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment	17 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment	18 Terrace Lane	1	Unintended - Cooking	0	0	0-99	YES	YES	YES	4
Terrace Apartment	19 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment	20 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment	21 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment	22 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment	23 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment	24 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment	25 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment	26 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment	27 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment	28 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment	29 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment	30 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment	31 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment	32 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment	33 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment	34 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment	35 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment	36 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment	37 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment	38 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment	39 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment	40 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment	41 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment	42 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment	43 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment	44 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment	45 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment	46 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment	47 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment	48 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment	49 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment	50 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment	51 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment	52 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment	53 Terrace Lane	0		0	0	0	YES	YES	YES	4

Terrace Apartment	54 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment	55 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment	56 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment	57 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment	58 Terrace Lane	0		0	0	0	YES	YES	YES	4
Townhouse 040	40 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 042	42 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 044	44 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 046	46 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 048	48 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 050	50 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 052	52 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 054	54 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 056	56 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 058	58 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 062	62 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 064	64 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 066	66 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 068	68 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 070	70 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 072	72 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 074	74 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 076	76 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 078	78 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 080	80 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 084	84 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 086	86 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 088	88 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 090	90 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 092	92 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 094	94 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 096	96 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 098	98 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 100	100 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 102	102 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 106	106 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 108	108 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 110	110 Brewers Lane	0		0	0	0	YES	YES	YES	4

Townhouse 112	112 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 114	114 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 116	116 Brewers Lane	1	Unintended - Cooking	0	0	0-99	YES	YES	YES	4
Townhouse 118	118 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 120	120 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 122	122 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 124	124 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 128	128 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 132	132 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 134	134 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 136	136 Brewers Lane	1	Unintended - Cooking	0	0	0-99	YES	YES	YES	4
Townhouse 138	138 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 140	140 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 142	142 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 148	148 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 152	152 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 154	154 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 156	156 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 158	158 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 160	160 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 162	162 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 164	164 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 166	166 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 168	168 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 170	170 Brewers Lane	1	Unintended - Cooking	0	0	0-99	YES	YES	YES	4
49 Collegeview	49 Collegeview	0	NOT USED IN 2013 for student	0	0	0	NO	NO	NO	0
10 Old Silvermine	10 Old Silvermine	0	NOT USED IN 2013 for student	0	0	0	NO	NO	NO	0
Total		5								

For the year 2014, we added each student housing 911 address for our Terrace Apartments, South Commons and Town Houses.

HEOA Fire Safety Report data 1/2015-12/31/2015		Fire Statistics					Fire Safety Systems			
Student Residence	Address	Number of Fires	Cause of Fire	Number of Injuries	Number of Deaths	Property Value Damage	Fire Alarm and Detection Systems	Full Sprinkler System	Evac Plans Posted	Evac Drills Cond/yr
Lathrop	11 North Campus Drive	0		0	0	0	YES	YES	YES	4
Strong	7 North Campus Drive	0		0	0	0	YES	YES	YES	4
Raymond	21 Josselyn Drive	0		0	0	0	YES	YES	YES	4
Davison	17 Josselyn Drive	0		0	0	0	YES	YES	YES	4
Josselyn	12 Josselyn Drive	1	Intentional-Arson-burned towels	0	0	0-99	YES	YES	YES	4
Jewett	15 Josselyn Drive	0		0	0	0	YES	YES	YES	4
Main	100 Main Campus Drive	1	Intentional-Arson-burned papers	0	0	0-99	YES	YES	YES	4
Ferry	60 Main Campus Drive	0		0	0	0	YES	YES	YES	4
Cushing	16 Kenyon Drive	0		0	0	0	YES	YES	YES	4
Noyes	10 Kenyon Drive	0		0	0	0	YES	YES	YES	4
South Commons 1	1 South Commons Drive	0		0	0	0	YES	YES	YES	4
South Commons 2	2 South Commons Drive	0		0	0	0	YES	YES	YES	4
South Commons 3	3 South Commons Drive	0		0	0	0	YES	YES	YES	4
South Commons 4	4 South Commons Drive	0		0	0	0	YES	YES	YES	4
South Commons 5	5 South Commons Drive	0		0	0	0	YES	YES	YES	4
South Commons 6	6 South Commons Drive	0		0	0	0	YES	YES	YES	4
South Commons 7	7 South Commons Drive	0		0	0	0	YES	YES	YES	4
South Commons 8	8 South Commons Drive	0		0	0	0	YES	YES	YES	4
South Commons 9	9 South Commons Drive	0		0	0	0	YES	YES	YES	4
Terrace Apartment 01	1 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment 02	2 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment 03	3 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment 04	4 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment 05	5 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment 06	6 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment 07	7 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment 08	8 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment 09	9 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment 10	10 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment 11	11 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment 12	12 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment 13	13 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment 14	14 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment 15	15 Terrace Lane	0		0	0	0	YES	YES	YES	4



Terrace Apartment 16	16 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment 17	17 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment 18	18 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment 19	19 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment 20	20 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment 21	21 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment 22	22 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment 23	23 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment 24	24 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment 25	25 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment 26	26 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment 27	27 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment 28	28 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment 29	29 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment 30	30 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment 31	31 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment 32	32 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment 33	33 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment 34	34 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment 35	35 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment 36	36 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment 37	37 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment 38	38 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment 39	39 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment 40	40 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment 41	41 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment 42	42 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment 43	43 Terrace Lane	1	Unintentional-Cooking	0	0	0-99	YES	YES	YES	4
Terrace Apartment 44	44 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment 45	45 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment 46	46 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment 47	47 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment 48	48 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment 49	49 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment 50	50 Terrace Lane	1	Unintentional-Cooking	0	0	0-99	YES	YES	YES	4
Terrace Apartment 51	51 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment 52	52 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment 53	53 Terrace Lane	0		0	0	0	YES	YES	YES	4

Terrace Apartment 54	54 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment 55	55 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment 56	56 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment 57	57 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment 58	58 Terrace Lane	0		0	0	0	YES	YES	YES	4
Townhouse 040	40 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 042	42 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 044	44 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 046	46 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 048	48 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 050	50 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 052	52 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 054	54 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 056	56 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 058	58 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 062	62 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 064	64 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 066	66 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 068	68 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 070	70 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 072	72 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 074	74 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 076	76 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 078	78 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 080	80 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 084	84 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 086	86 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 088	88 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 090	90 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 092	92 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 094	94 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 096	96 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 098	98 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 100	100 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 102	102 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 106	106 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 108	108 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 110	110 Brewers Lane	0		0	0	0	YES	YES	YES	4

Townhouse 112	112 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 114	114 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 116	116 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 118	118 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 120	120 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 122	122 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 124	124 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 128	128 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 132	132 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 134	134 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 136	136 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 138	138 Brewers Lane	1	Unintentional-Cooking	0	0	0-99	YES	YES	YES	4
Townhouse 140	140 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 142	142 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 148	148 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 152	152 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 154	154 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 156	156 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 158	158 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 160	160 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 162	162 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 164	164 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 166	166 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 168	168 Brewers Lane	1	Unintentional-Cooking	0	0	0-99	YES	YES	YES	4
Townhouse 170	170 Brewers Lane	0		0	0	0	YES	YES	YES	4
49 Collegeview	49 Collegeview	0		0	0	0	NO	NO	NO	0
10 Old Silvermine	10 Old Silvermine	0		0	0	0	NO	NO	NO	0
Total		6								

HEOA Fire Safety Report data		Fire Statistics					Fire Safety Systems			
1/2016-12/31/2016										
Student Residence	Address	Number of	Cause of Fire	Number of	Number of Deaths	Property Value	Fire Alarm and	Full Sprinkler	Evac Plans	Evac Drills
Lathrop	11 North Campus Drive	0		0	0	0	YES	YES	YES	4
Strong	7 North Campus Drive	0		0	0	0	YES	YES	YES	4
Raymond	21 Josselyn Drive	0		0	0	0	YES	YES	YES	4
Davison	17 Josselyn Drive	0		0	0	0	YES	YES	YES	4
Josselyn	12 Josselyn Drive	0		0	0	0	YES	YES	YES	4
Jewett	15 Josselyn Drive	0		0	0	0	YES	YES	YES	4
Main	100 Main Campus Drive	1	Unintentional-Cooking	0	0	0-99	YES	YES	YES	4
Ferry	60 Main Campus Drive	0		0	0	0	YES	YES	YES	4
Cushing	16 Kenyon Drive	0		0	0	0	YES	YES	YES	4
Noyes	10 Kenyon Drive	0		0	0	0	YES	YES	YES	4
South Commons	1 South Commons Drive	0		0	0	0	YES	YES	YES	4
South Commons	2 South Commons Drive	0		0	0	0	YES	YES	YES	4
South Commons	3 South Commons Drive	0		0	0	0	YES	YES	YES	4
South Commons	4 South Commons Drive	0		0	0	0	YES	YES	YES	4
South Commons	5 South Commons Drive	0		0	0	0	YES	YES	YES	4
South Commons	6 South Commons Drive	0		0	0	0	YES	YES	YES	4
South Commons	7 South Commons Drive	0		0	0	0	YES	YES	YES	4
South Commons	8 South Commons Drive	0		0	0	0	YES	YES	YES	4
South Commons	9 South Commons Drive	0		0	0	0	YES	YES	YES	4
Terrace Apartment	1 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment	2 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment	3 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment	4 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment	5 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment	6 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment	7 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment	8 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment	9 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment	10 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment	11 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment	12 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment	13 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment	14 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment	15 Terrace Lane	0		0	0	0	YES	YES	YES	4

Terrace Apartment	16 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment	17 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment	18 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment	19 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment	20 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment	21 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment	22 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment	23 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment	24 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment	25 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment	26 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment	27 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment	28 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment	29 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment	30 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment	31 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment	32 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment	33 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment	34 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment	35 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment	36 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment	37 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment	38 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment	39 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment	40 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment	41 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment	42 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment	43 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment	44 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment	45 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment	46 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment	47 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment	48 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment	49 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment	50 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment	51 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment	52 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment	53 Terrace Lane	0		0	0	0	YES	YES	YES	4

Terrace Apartment	54 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment	55 Terrace Lane	1	Unintentional-Cooking	0	0	500-999	YES	YES	YES	4
Terrace Apartment	56 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment	57 Terrace Lane	0		0	0	0	YES	YES	YES	4
Terrace Apartment	58 Terrace Lane	0		0	0	0	YES	YES	YES	4
Townhouse 040	40 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 042	42 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 044	44 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 046	46 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 048	48 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 050	50 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 052	52 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 054	54 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 056	56 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 058	58 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 062	62 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 064	64 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 066	66 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 068	68 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 070	70 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 072	72 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 074	74 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 076	76 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 078	78 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 080	80 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 084	84 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 086	86 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 088	88 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 090	90 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 092	92 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 094	94 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 096	96 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 098	98 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 100	100 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 102	102 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 106	106 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 108	108 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 110	110 Brewers Lane	0		0	0	0	YES	YES	YES	4

Townhouse 112	112 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 114	114 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 116	116 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 118	118 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 120	120 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 122	122 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 124	124 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 128	128 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 132	132 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 134	134 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 136	136 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 138	138 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 140	140 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 142	142 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 148	148 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 152	152 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 154	154 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 156	156 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 158	158 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 160	160 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 162	162 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 164	164 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 166	166 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 168	168 Brewers Lane	0		0	0	0	YES	YES	YES	4
Townhouse 170	170 Brewers Lane	0		0	0	0	YES	YES	YES	4
49 Collegeview	49 Collegeview	0		0	0	0	NO	NO	NO	0
10 Old Silvermine	10 Old Silvermine	0		0	0	0	NO	NO	NO	0
Total		2								

mote a safe living and work environment. These policies, guidelines and other fire safety information can be accessed on the Internet at <http://buildingsandgrounds.vassar.edu/safety/fire/>

Additional information can be accessed using the following link, <http://residentiallife.vassar.edu/procedures/>

Additional protection is provided by Safety and Security who are trained for initial response to fire incidents occurring at campus facilities. Officers provide assistance as requested by the fire department.

Laboratory safety and evacuation plans are also part of the Environmental Health and Safety (EHS) mission. EHS is dedicated to maintaining the safety of our community by conducting annual inspections, plan reviews, and evacuation drills are in all laboratories on campus. Evacuation drills are conducted in all buildings, including those with laboratories. OSHA required plans, such as Chemical Hygiene, Bloodborne Pathogens are reviewed annually. Annual Inspections are conducted in concert with OFPC.



## Fire Safety Education and Training Programs for Students, Faculty and Staff

All Professional Residential Life staff, Student Leaders and House Officers participate in annual life safety training. Typically, the training involves multiple training stations in a “Train the Trainer” format, offered in conjunction with Arlington Fire District staff including:

- Building evacuation procedures
- Use of fire extinguishers
- Common fire code violations
- College rules/regulations concerning appliances, open flames, prohibited items and smoking

Residential Life staff and student leaders review these training topics with first year students during orientation and during floor and hall meetings periodically throughout the year.

Fire Drills are conducted in all residential buildings four times per year. New York State Office of Fire Prevention and Control Staff inspect all campus buildings annually and the College corrects any identified violations consistent with the requirements of the inspection program.

Students/Staff are required to report all fires to Safety and Security by calling the Campus Response Center (CRC). CRC Officers will dispatch the appropriate emergency responders and campus staff to respond and document the condition(s). Safety and Security staff will excerpt those reports and forward electronically to Director of Environmental Health and Safety who will ensure it is entered in the required Fire Log.

### Appliances

Extension cords, hot plates, halogen lamps, immersion coils, air conditioners air conditioners are permitted when they are authorized by Office of Accessibility and Educational Opportunity, freezers, dishwashers, washing machines, and open-coil appliances are **prohibited** in college residences as they pose a threat of electrical overload and/or fire.

Space heaters may only be used when they are required under the Energy Conservation Policy (see link <http://buildingsandgrounds.vassar.edu/policies/> ) installed by Buildings and Grounds. They must be plugged directly into a wall outlet. Micro-fridges, computers, stereos, televisions, radios, irons, non-commercial hairdryers, and other similar appliances are permitted, unless specifically prohibited by the Office of Residential Life. All appliances must have a manufacturer's

label that shows the listing by a nationally recognized testing laboratory (e.g., ETL, UL, etc.). We strongly recommend the use of a power strip that is UL listed and has an integral circuit breaker that disconnects the current before damage is done. Surge protectors and extension cords are not permitted. Care should be taken to prevent fire hazards resulting from excessive use of appliances and over-dependence on power strips.

### **Prohibited Items**

Please do not bring any of the following, as they are not permitted in the residence houses or apartments:

- microwave ovens (unless it is a combination microwave oven and refrigerator, which can be rented from Campus Specialties, Inc.)
- pets (except those kept in a cage, aquarium, or terrarium)
- electric blankets, sheets, and mattresses
- heating pads
- hot plates
- immersion heaters
- toasters (allowed in apartment area)
- hot pots without auto shut-off
- corn poppers (allowed in apartment area)
- percolators
- irons without auto shut-off
- candles
- incense
- electric frying pans and grills (allowed in apartment area)
- woks (allowed in apartment area)
- ultraviolet / infrared lamps
- halogen lamps
- extension cord(s)

While we attempt to list as many non-permitted items that we know of, the list is not comprehensive; please check with your House Advisor about any items not listed that may be questionable.

### **Fire- or Smoke-Producing Articles**

Bunsen burners, portable stoves, kerosene lamps, cut trees, incense and candles are prohibited in residences. Possession of hibachis, barbecue grills, smokers, potpourri burning units or other fire-starting devices/substances are prohibited in the Houses, as is their use in residential areas or adjacent outdoor space without staff supervision. Violators are subject to judicial action and criminal prosecution.

### **Fire Incident Reporting**

Students/Staff are required to report all fires to Safety and Security by calling the Campus Response Center (CRC) at 845-437-7333 or 7333 from a campus phone. In an emergency, please contact 911 directly and make sure you give them detailed information about your location. CRC Officers will dispatch the appropriate emergency responders and campus staff to respond and document the condition(s). Safety and Security staff will excerpt those reports and forward electronically to Director of Environmental Health and Safety who will ensure it is entered in the required Fire Log.

### **Plans for Future Improvements in Fire Safety**

Vassar College continues to monitor trends related to residence hall fire incidents and alarms to provide a fire safe living environment for all students. New programs and policies are developed as needed to help insure the safety of all students, faculty and staff.