

COUNTY COLLEGE OF MORRIS  
ANNUAL SECURITY REPORT  
JANUARY 1, 2017 – DECEMBER 31, 2017  
CRIME AWARENESS AND CAMPUS SECURITY ACT OF 1990

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## 1.0 Intent of Report

This Annual Security Report is prepared by the Director of Public Safety in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act of 1993 (“Clery Act”), as amended on August 14, 2008 by the Higher Education Opportunity Act and the Campus Sexual Violence Elimination Act (Campus SaVE Act) passed in March 2013 as part of the Violence Against Women Reauthorization Act (VAWA). This report contains safety and security related policy statements of County College of Morris and crime statistics.

The intent of this report is to comprehensively inform current and prospective students and employees and the general public on safety and security subjects that may be of concern. The report includes suggestions for a heightened awareness of safety risks and crime prevention measures.

This report may be accessed on the College website at the following link:  
<https://www.ccm.edu/wp-content/uploads/pdf/safety/right-to-know.pdf>

Upon request, a hard copy of the report may be obtained at any of the following College offices:

1. The Department of Human Resources
2. The Office of the Dean of Student Development
3. The Public Safety Department
4. The Admissions Office

## 1.1 Mission Statement of the College Department of Public Safety

The mission of the Public Safety Department is to provide a secure, safe environment for all persons who interact with the College, and to provide this in a manner and atmosphere which is conducive to educational development. Specifically, the department has the responsibility of planning, supervising and monitoring all activities relating to the safety of persons on campus or engaged in college sponsored activities, including those pertaining to fire, vehicles, physical plant conditions and personnel working conditions. In addition, the department supervises all activities relating to the security of persons and property, and vehicular routing, parking and control. The Public Safety Department staff consists of a non-commissioned civilian staff without arrest powers. The Public Safety Department staff enforces the policies, rules and regulations of County College of Morris. County College of Morris does not have a written memorandum of understanding with a Law Enforcement Agency. The Public Safety Department works closely with the Randolph Township Police Department in providing a secure and safe campus environment. County College of Morris encourages all persons at the campus who are victims of a crime or witness a crime to report the crime to the Randolph Township Police Department in an accurate and

timely manner by calling 9-1-1 or 973-989-7000. The Public Safety Department provides assistance in contacting the Randolph Township Police. The Public Safety Department can be contacted directly by phone at 973-328-5550, by using the emergency call boxes located on the campus, or if someone wishes to remain anonymous, by using electronic confidential reporting form on the Public Safety Department webpage;

<http://publicsafety.ccm.edu/CESIReportExec/olr/OLRMain.aspx?IsAuth=1&groupid=102>

## 1.2 Department of Public Safety Code of Ethics

As a professional County College of Morris Public Safety Officer, although unarmed and without police powers, I understand that the setting for my duties and authority, the academic community, is unique. Although my duty to protect life and property, enforce college rules and regulations and prevent crime is similar to police functions, my responsibility as a Community College Public Safety Officer gives me a role in the college administration. My obligation, therefore, includes the serving and preserving of an environment conducive to learning and personal growth.

As a County College of Morris Public Safety Officer, I am a friend to students and an associate of all faculty and staff. I view my service role as seriously as my enforcement role; all assigned tasks are of equal importance. For visitors to the campus, I have an important public relation, as well as a safety role.

While acknowledging the responsibility of other college departments to do their jobs, I am aware that ultimate responsibility for protecting life and property rests with me. I will extend maximum effort in meeting that responsibility, balancing firm action with compassionate understanding and tolerance. When subjected to insult or confrontation with aggressive individuals, I will show restraint. I will rely on the authority and trust vested in me to act prudently, independently and decisively. By demonstrating reliability and maintaining high visibility, I will thus win community confidence.

As a County College of Morris Public Safety Officer, whether new on the job or veteran, I will learn from the academic community and, through example and enforcement, become a teacher to those around me.

## 2.0 Geographic Locations Included in this Report

This report includes statistics of crimes occurring at the following locations:

- County College of Morris main campus located at 214 Center Grove Road, Township of Randolph, New Jersey consisting of 222 acres and containing 14 buildings with boundaries of Dover Chester Road to the west, Route 10 to the north, and Center Grove Road to the east. No sidewalks or public property exists immediately adjacent to the main campus.

- Morristown High School located at 50 Early Street, Morristown, NJ and adjacent public properties with sidewalks such as Atno Avenue, Mill Street and Early Street.

The College does not provide residential housing for students or employees.

### 3.0 Criminal Offenses Required to be Disclosed and Definitions

Four general categories of crime statistics are disclosed as follows:

3.1 Criminal Offenses – Criminal Homicide, including Murder and Non-Negligent Manslaughter, and Manslaughter by Negligence, Sexual Assault, including Rape, Fondling, Incest and Statutory Rape; Robbery, Aggravated Assault, Burglary; Motor Vehicle Theft; and Arson.

Under the Clery Act, for purposes of counting and disclosing Criminal Offense, Hate Crimes, arrest and disciplinary referral statistics the definitions are based on the Federal Bureau of Investigations (FBI) Uniform Crime Reporting (UCR) Program standards.

Under the Clery Act, the categories of Domestic Violence, Dating Violence and Stalking, are based on the definitions provided by the Violence Against Women Act of 1994.

#### 3.2 Crime Definitions:

1. Criminal Homicide –

- Murder and Non-negligent Manslaughter is defined as the willful (non-negligent) killing of one human being by another.
- Manslaughter by Negligence is defined as the killing of another person through gross negligence.

2. Sexual Assault (Sex Offenses) – any sexual act directed against another person, without consent of the victim, including instances where the victim is incapable of giving consent.

- 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 or another person, without the consent. This offense includes the rape of both males and females.
- 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 their age or temporary or permanent mental incapacity.
- Incest is sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
- Statutory Rape is sexual intercourse with a person who is under the statutory age of consent.

3. Robbery – is 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.
4. Aggravated Assault – is an unlawful attack or attempt by one person upon another for the purpose of inflicting severe or aggravated bodily injury.
5. Burglary – is the unlawful entry of a structure to commit a theft. (non motor vehicle or robbery).
6. Motor Vehicle Theft – is the theft or attempted theft of a motor vehicle.
7. Arson – is any willful or malicious burning or attempt to burn, with or without intent to defraud, a dwelling, house, public building, motor vehicle or personal property of another.

3.3 Hate Crimes – Any of the above-mentioned offense, and any incidents of Theft, Simple Assault, Intimidation, or Criminal Mischief (destruction/damage to property) that were motivated by bias that manifests evidence that the victim was intentionally selected because of the perpetrator’s bias against the victim.

**Hate Crime Bias Categories:**

1. **Race** – A preformed negative attitude toward a group of persons who possess common physical characteristics genetically transmitted by descent and heredity which distinguish them as a distinct division of humankind.
2. **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 nonexistence of a supreme being.
3. **Sexual Orientation** – A preformed negative opinion or attitude toward a group of persons based on their actual or perceived sexual orientation.
4. **Gender**- A preformed negative opinion or attitude toward a person or group of persons based on their actual or perceived gender.
5. **Gender Identity** – A preformed negative opinion or attitude toward a person or group of persons based on their actual or perceived gender identity.
6. **Ethnicity** – A preformed negative opinion or attitude toward a group of people whose members identify with each other, through common heritage, consisting of common language, common culture and/or ideology that stresses common ancestry.
7. **National Origin** – A preformed negative opinion or attitude toward a group of people based on their actual or perceived country of birth.
8. **Disability** – A preformed negative opinion or attitude toward a group of persons based on their physical or mental impairments, whether such disability is permanent or temporary, congenital or acquired by heredity, accident, injury, advanced age or illness.

3.4 VAWA Offenses – Any incidents of Domestic Violence, Dating Violence and Stalking (Note: sexual assault is also a VAWA Offense but is included in Criminal Offenses for Clery Act reporting).

**VAWA Definitions:**

- 1. Dating Violence** – violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. Consideration to reporting party’s statement of length of relationship, type, frequency of relationship.
- 2. Domestic Violence** – a felony or misdemeanor crime of violence committed by;
  - a. current of former spouse or intimate partner
  - b. person with whom the victim shares a child in common.
  - c. person who is cohabitating with, or has cohabitated with, the victim as a spouse or intimate partner.
  - d. person similarly situate to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.
  - e. any other person against an adult or youth victim who is protected under the domestic or family violence laws of the jurisdiction in which the crime occurred.
- 3. Stalking** – engaging in a course of conduct directed to a specific person that would cause a reasonable person to –
  - a. fear for the person’s safety or safety of others; or
  - b. suffer substantial emotional distress.

3.5 Arrest and Referrals for Disciplinary Action for Violations of Weapons, Drugs and Liquor Laws

- 1. Arrest** – law enforcement processed violation by arrest, citation or summons.
  - a. **Weapons** – carrying, possessing, etc. – violation of laws, ordinances prohibiting the manufacture, sale, purchase, transportation, possession, concealment, use of firearms, explosives, incendiary devices or other deadly weapons.
  - b. **Drug Abuse Violations** – use, possession, distribution of controlled dangerous substances and the equipment or devices utilized in their preparation and/or use.
  - c. **Liquor Violations** – violation of state or local Laws or ordinance prohibiting the manufacture, sale, purchase, transportation, possession or use of alcoholic beverages, not including driving under the influence and drunkenness.

4.0 College Officials Designated as Campus Security Authorities for Purposes of Reporting Crimes

County College of Morris has designated the following positions as Campus Security Authorities:

- Vice President of Human Resources and Labor Relations
- Associate Director of Human Resources
- Compliance Officer
- Director of Campus Life
- Director of Athletics
- Assistant Athletics Director
- Athletics Trainer and Summer Events Coordinator

Dean of Student Development and Enrollment Management  
Health Services Coordinator  
Aquatics Supervisor  
All Public Safety Department Staff  
All Counseling & Student Success Department Staff (excluding Admin.)  
All Club Advisors  
All Athletic Coaches and Assistant Coaches

Campus Security Authorities are required to make timely reports to the Public Safety Department of incidents which may be classified as criminal offenses. Campus Security Authorities shall also inform the victim of available help. All identified Campus Security Authorities are given online training or training materials explaining their roles and responsibility.

#### 4.1 Law Enforcement Agencies Requested to Provide Crime Statistics

Annually, the Director of Public Safety shall request that Randolph Township and Morristown Police Departments report crime statistics for the locations identified in Section 2 of this report.

#### 5.0 Purpose and Content of the Daily Crime Log

The Public Safety Department maintains a daily crime log. The purpose of the daily crime log is to record criminal incidents and alleged criminal incidents that are reported to the College's Public Safety Department.

#### 5.1 How to Access the Daily Crime Log

The Daily Crime Log for the most recent 60-day period is available for inspection by members of the public during normal business hours at the Public Safety Department which is located at 675 Route 10, on the Randolph Township campus. Any portion of the log that is older than 60 days will be made available within two business days of a request for public inspection. The availability of the Daily Crime Log is publicized on the College's website.

#### 6.0 Emergency Operations Plan

The College's Emergency Operations Plan includes information about essential functions, programs, and personnel, delegation of authority, declaration of an emergency condition/situation, communication process, schedules and procedures for periodic tests, training and exercises. The Department of Public Safety is responsible for developing contingency plans and continuity of operations plans for the campus, such as developing safety procedures and holding various information and training activities including fire drills, active shooter presentations, physical training exercises, table top exercises, in-person instruction and periodic dissemination of training information and materials. These tests are designed to assess and evaluate the emergency plans and capabilities of the institution.

The College's Public Safety Officers and supervisors have received training in the Clery Act for law enforcement, Incident Command and Responding to Critical Incidents on Campus. When a serious

incident occurs that causes an immediate threat to the campus, the first responders to the scene are usually the Public Safety Officers and the Randolph Township Police Department and they typically work together to manage the incident. Depending on the nature of the incident, other College departments and other local or federal agencies are included in the incident command structure.

General information about the emergency response and evacuation procedures for the College is publicized each year as part of the institution's Clery Act compliance efforts and that information is available on the College's web site <http://www.ccm.edu>. Detailed information about and updates to the Public Safety Policies and Procedures and Safety Tips are available on the College's web site at <http://www.ccm.edu>.

All members of the College Community are required to notify the Public Safety Department of any situation or incident on campus that involves a significant emergency or dangerous situation that may involve an immediate or ongoing threat to the health and safety of visitors to the campus, students and/or employees on campus. The Public Safety Department has the responsibility of responding to, and summoning the necessary resources, to mitigate, investigate, and document any situation that may cause a significant emergency or dangerous situation. In addition, the Public Safety Department has the responsibility to respond to such incidents to determine if the situation does, in fact, pose a threat to the community. If that is the case, Federal Law requires that the institution immediately notify the campus community or the appropriate segments of the community that may be affected by the situation.

#### 7.0 Procedures and Methods for Disseminating Emergency Information

If the Public Safety Department confirms that there is an emergency or dangerous situation that poses an immediate threat to the health or safety of some or all of the members of the College community, the Public Safety Dispatcher will immediately notify the Randolph Township Police Department and will alert all patrols and identify the targeted areas. The Director of Public Safety or designee will notify the President and the Vice President for Business & Finance as soon as time permits. An open line of communication will be set up with one or both offices at this time and a command post will be set up in the Public Safety Office, comprising of the Director or his/her Designee, the Dispatcher, and a person from the Office of Marketing and Public Relations (when necessary). They will collaborate to determine the content of the message and will use some or all of the systems described below to communicate the threat to the campus community or to the appropriate segment of the community if the threat is limited to a particular building or segment of the population. Marketing and Public Relations will, without delay and taking into account the safety of the community, determine the content of the notification and initiate the notification system, unless issuing a notification will, in the judgment of the first responders, compromise the efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency.

In the event of a serious incident that poses an immediate threat to members of the College community, various systems are in place for communicating information quickly. Some or all of these methods of communication may be activated in the event of an immediate threat to the campus community. These methods of communication include network e-mails, Titan Alert messaging (text, phone or fax to a phone or PDA), public address system, classroom telephones, and fire alarms. The College will post

updates during a critical incident on the web site at <http://www.ccm.edu> and on the College recorded emergency telephone line extensions of 5580 and 5581 (during business hours) for updates.

Faculty, Staff and Students may register for Titan Alert by performing the following steps:

1. Go to the CCM web site, and scroll down to click on the “Faculty & Staff” section.
2. Click on the TITAN ALERT box on the left hand side.
3. When you click on this link, you will be redirected to Regroup’s website. You can login with your CCM username and password (leave off the @ccm.edu part of the username, even though it says Enter your Email). **For “Faculty and Staff” You must select “Staff and Faculty” in the drop down menu under the Password. That selection defaults to Student, and you will not be able to login with Student selected.**
4. On the Profile page, scroll down to the Email Addresses and Phone Numbers section, and click the links to add your contact information where you want to receive Titan Alerts. See below:

## PERSONAL INFO



### Profile Picture

Min 300x300px, Jpg or png

[Change](#)

First name

aaa.aaa

Last name

## EMAIL ADDRESSES

Primary Email Address

aaa.aaa@student.ccm.edu



Send Email here

[+ Add another email address](#)

## PHONE NUMBERS

[+ Add new Phone Number](#)

## ADDRESSES

[+ Add new User Address](#)

6. Lastly, click Save after you enter your contact information, and then you can log out.
7. **Please note:** Do not use the Change Password feature on the Profile page or the “Forgot your Password?” Link on the login page. We are working with the vendor to remove those links, as they will not work with our system. Also, you can ignore the Public/Private selection, all entries are private by default, and cannot be made public.

## 8.0 Evacuation and Shelter-in-Place Procedures

### A. Evacuation Procedure

Emergency evacuation may be required when there is an actual or potential danger to the occupants of any building as a result of fire or other emergency situation. When a fire alarm is sounded, all occupants must leave the building(s) via the nearest exit and proceed immediately to an appropriate prearranged

staging area 50 feet from any building keeping walkways clear for emergency vehicles. Staff are expected to familiarize themselves with exit options and egress maps. Staff are not expected to operate fire extinguishers in case of a fire. The College President or his/her designee determines the course of action to be taken during an emergency situation which may include partial or total evacuation, partial or total closure of the campus, or partial or total cancellation of services and events. Dependent upon the cause of the emergency one or a combination of the following methods of communication will be utilized: fire alarms, the public address system, and the Titan Alert System. At the beginning of each semester faculty advise students regarding evacuation procedures. The College's complete evacuation procedures can be viewed at the following link: <https://www.ccm.edu/wp-content/uploads/pdf/facstaff/busfinance/13-01-1.pdf>

#### B. Basic "Shelter-in-Place" Guidance

If an incident occurs and the buildings or areas around you become unstable, or if the air outdoors becomes dangerous due to toxic or irritating substances, it is usually safer to stay indoors, because leaving the area may expose you to that danger. Thus, to "shelter-in-place" means to make a shelter of the building that you are in, and with a few adjustments, this location can be made even safer and more comfortable until it is safe to go outside.

#### How You Will Know to "Shelter-in-Place"

A shelter-in-place notification may come from several sources utilizing the College's emergency communication tools.

#### How to "Shelter-in-Place"

No matter where you are, the basic steps of shelter-in-place will generally remain the same. Should the need ever arise; follow these steps, unless instructed otherwise by local emergency personnel:

1. If you are inside, stay where you are. Collect any emergency shelter-in-place supplies and a telephone to be used in case of emergency. If you are outdoors, proceed into the closest building quickly or follow instructions from emergency personnel on the scene.
2. Locate a room to shelter inside. It should be:
  - An interior room;
  - Above ground level; and
  - Without windows or with the least number of windows. If there is a large group of people inside a particular building, several rooms may be necessary.
3. Shut and lock all windows (tighter seal) and close exterior doors.
4. Turn off air conditioners, heaters, and fans.
5. Close vents to ventilation systems as you are able. (College staff will turn off ventilation as quickly as possible.)
6. Make a list of the people with you and ask someone (staff or faculty) to call the list in to Public Safety so they know where you are sheltering. If only students are present, one of the students should call in the list.
7. Turn on a radio or TV and listen for further instructions.
8. Make yourself comfortable.

#### 9.0 Testing Emergency Response

The purpose of evacuation drills is to prepare building occupants for an organized evacuation in case of an emergency. At County College of Morris, evacuation drills are used as a way to educate and train building occupants. During the drill, occupants practice drill procedures and familiarize themselves with the location of exits, staging areas and the sound of the fire alarm. In addition to educating the occupants of each building about the evacuation procedures during the drills, the process also provides the College an opportunity to test the operation of fire alarm components.

Evacuation drills are monitored by the Department of Public Safety. Fire Marshals (wearing yellow vest, arm band and hat) are responsible for ensuring a safe, orderly and total evacuation of their assigned areas.

Students receive information about evacuation procedures at the start of each semester. Faculty read the following statement at the first class session:

Emergency evacuation may be required when there is an actual or potential danger to the occupants of any building as a result of fire or other emergency situation. You are advised to familiarize yourselves with the egress map located by the door. When a fire alarm is sounded, all occupants must leave the building(s) via the nearest exit and proceed immediately to the designated staging area and remain 50 feet from any building. Fire Marshals will direct the evacuation. All walkways and roads must remain clear for emergency vehicles. Take all belongings with you. You will remain there until the all clear is sounded, or a Fire Marshal directs you to a remote staging area. **DO NOT USE ELEVATORS DURING THE EVACUATION PROCESS.** The evacuation staging area for the Classroom or laboratory is (Please state staging area from accompanying chart). Persons with a disability may not be able to evacuate unassisted. A person who feels they will need assistance during an evacuation should contact the Public Safety Department (973) 328-5550 to develop a plan for assistance should an evacuation take place.

Public Safety conducts announced and unannounced drills and exercises annually and conducts follow through activities designed for assessment and evaluation of emergency plans and capabilities. The College will publish a summary of its emergency response and evacuation procedures in conjunction with at least one drill or exercise each calendar year.

## 10.0 Timely Warnings and Emergency Notifications to the Campus Community

### 10.1 Timely Warnings

In the event that a situation arises, either on or off campus, that in the judgment of the Director of Public Safety, College President, or law enforcement authorities, constitutes a serious or continuing threat to students and employees, a timely warning will be issued to the campus community. The timely warnings will withhold the victims' names. The intent of a timely warning is to allow people to protect themselves and aid in the prevention of similar crimes. The warning will be issued through a variety of media such as the College e-mail system or Titan alert to students, faculty and staff. It is the responsibility of the Office of Marketing and Public Relations to initiate this activity.

Anyone with information warranting a timely warning should report the circumstances to Public Safety, by phone 973-328-5550 or in person at the dispatch desk at the Public Safety building.

## 10.2 Emergency (Immediate) Notification

CCM will immediately distribute emergency notification warnings to the campus community upon confirmation of a significant emergency or dangerous situation on campus involving an immediate threat to the health or safety of students or staff. Examples of emergencies that would warrant such a notification include but are not limited to: a hostile intruder / active shooter on campus, hostage/barricade situation, a riot, bomb threat, a tornado, a fire/explosion, suspicious death, structural damage to College owned or controlled facility, biological threat (anthrax, etc.), significant flooding, a gas leak, or a significant hazardous materials release.

<b>Emergency Notification</b>	<b>Timely Warning</b>
<b>Scope:</b> Wide focus on significant emergency or dangerous situation.	<b>Scope:</b> Required for certain crimes.
<b>Why:</b> Triggered by an event currently occurring on or imminently threatening the campus. Initiate for any significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees occurring on campus.	<b>Why:</b> Triggered by crimes that have already occurred (but may be continuing) but which represent an ongoing threat. Issue for certain crimes reported to campus security authorities or local law enforcement and considered to represent a serious or continuing threat to students and employees.
<b>Where:</b> Applies to situations that occur on campus.	<b>Where:</b> Applies to crimes that occur on campus, in or on non-campus buildings or property and on public property.
<b>When:</b> Initiate immediately upon confirmation that a dangerous situation or emergency exists or threatens.	<b>When:</b> Issue as soon as the pertinent information is available.

## 11.0 How the Annual Security Report is Prepared

The Public Safety Department prepares this Annual Security Report to comply with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act. The full text of this report can be located on our web site at <https://www.ccm.edu/wp-content/uploads/pdf/safety/right-to-know.pdf>

This report is prepared in cooperation with the local law enforcement agencies having jurisdiction over the locations covered by this report and Campus Security Authorities. Each entity provides updated information on their educational efforts and programs to comply with the Act.

Campus crime, arrest and referral statistics include those reported to law enforcement authorities and designated Campus Security Authorities (including but not limited to directors, deans, department heads, judicial affairs, advisors to students/student organizations, athletic coaches). These statistics may also include crimes involving CCM students that have occurred in private residences or businesses. New Jersey law requires prompt, mandatory reporting to the local law enforcement agency by health

care practitioners (such as those at Student Health Services) when they provide medical services to a person they know or reasonably suspects is suffering from wounds inflicted by a firearm or is a result of assaultive or abusive conduct. The Department of Counseling staff informs their clients of the procedures to report crime to Public Safety on a voluntary or confidential basis, should they feel it is in the best interest of the client. A procedure is in place to anonymously capture crime statistics disclosed confidentially during such a session.

Each year, an e-mail notification is made to all enrolled faculty, staff and students that provides the web site link to access this report. Copies of the report may also be obtained at the Department of Public Safety, the Department of Human Resources, the Office of the Dean of Student Development, and the Admissions Department. All prospective employees may obtain a copy from Human Resources in Henderson Hall Room 106 or by calling 973-328-5037.

### 12.0 To Report a Crime

Contact Public Safety Department at 973-328-5550 (non-emergencies), dial 9-1-1 (emergencies only), or by using the interior or exterior Emergency Call Boxes (provide two way communications with the Public Safety Dispatcher). The Call Boxes located in corridors throughout the buildings are yellow and have a large red button on the face labeled HELP. Henderson Hall has a red call box in the lower level, side door entrance and a yellow call box in the upper level entrance that provides the same service. Exterior Emergency Call Boxes, which contain two-way radio communication capabilities, are located in parking lots and on walkways and are recognizable by blue lights in the evening hours. Each Emergency Call Box contains assistance and emergency buttons. All Public Safety patrol vehicles immediately respond to the scene when the emergency button is depressed. Emergency alert “ePanic” software has been installed on many of the staff and classroom workstations to be utilized to send a discreet emergency notification to the Public Safety Dispatcher. A Public Safety Officer will immediately respond to all “ePanic” alerts. Any suspicious activity or person seen in the parking lots or loitering around vehicles or inside buildings should be reported to the Public Safety Department or the Randolph Police Department. In addition, a report can be made to any Campus Security Authority such as the Vice President for Student Development and Enrollment Management at 973-328-5171, Director of Counseling at 973-328-5140, and Vice President of Human Resources and Labor Relations at 973-328-5039.

The Public Safety Department supports two methods of confidential crime reporting by members of the College campus. Individuals may report a crime to Morris Crime Stoppers at 973-COP-CALL. No one will ask your name. Additionally, individuals may complete and submit to the Public Safety Department a Confidential Witness Report Form which is located on the College’s web site (<http://www3.ccm.edu/pdf/ConfidentialWitnessReportForm.pdf>), which Report Form is reproduced in the Appendix to this Annual Security Report.

If you are a victim of a crime or offense listed in Section 3.1 or 3.2, you have the option to, or not to, notify and seek assistance from law enforcement and campus authorities. If you do not want to pursue action within the College system or the criminal justice system, you may still want to consider making a confidential report. With your permission, the Director of Public Safety can file a report on the details of the incident without revealing your identity. The purpose of a confidential report is to comply with your wish to keep the matter confidential, while enabling the College to take steps to ensure the future safety of yourself and others. With such information, the College can keep an accurate record of the

number of incidents involving students, determine where there is a pattern of crime with regard to a particular location, method, or assailant, and alert the campus community to potential danger. Reports filed in this manner are counted and disclosed in the annual crimes statistics for the institution.

The College encourages anyone who is the victim or witness to a crime to promptly report the incident to the police. Confidential reports may also be made to Crime Stoppers at 973-COP-CALL, (973-267-2255), or <http://www.morriscrimestoppers.org/>. Because a police report may be determined to be a public record under state law, the College cannot hold reports of crime in confidence.

### 13.0 Maintenance of Security and Access to Campus Facilities

During business hours, the College will be open to students, employees, contractors, guests, and invitees. During non-business hours, all individuals must vacate College buildings and facilities. During all time periods when College buildings and facilities are closed, including Saturdays, Sundays, approved holidays, emergency closings, delayed openings or by declaration of the President, no access is permitted except for assigned employees, i.e. Public Safety, Plant, and Information Systems employees. All other employees are prohibited from entering College buildings and facilities unless authorization is provided by the appropriate Vice President, Dean, Director, or Chairperson. (B&F procedure 13.12.).

Persons authorized to function in specific areas are issued keys under a numerically controlled system which requires a signature for each key issued. All other individuals are subject to being challenged by Public Safety or other College officials. Individuals who appear to aimlessly wander the campus or any of its facilities may be approached, properly advised and escorted off campus when necessary. Complaints of trespassing are filed with the local police by the Director of Public Safety when required.

Public Safety maintains radio communications with the Randolph Police, fire and emergency services units when incidents occur. The campus is equipped with an emergency alert service system (Titan Alert) which enables emergency messages to be sent to the college community via telephone, texting or e-mail.

Public Safety is tied in with the Plant and Maintenance Department Radio system. Incidents are reported to the dispatcher's desk by Plant and Maintenance personnel who are in and about the campus. Having firsthand knowledge of most College rules, regulations, operations, and functions, Plant and Maintenance personnel act as an extended vigilance of Public Safety. In addition, Plant and Maintenance personnel are tied into our emergency evacuation procedure to assist the campus population with the evacuation process and maintain radio contact with the incident command post, (desk dispatcher).

During the hours of darkness, Public Safety vehicles travel the campus parking lots with the overhead rotating amber lights on, so that individuals know of their presence.

Surveillance cameras are situated in all campus buildings, parking lots and other exterior areas. For the purposes of emergency notifications, the College, through the Public Safety Department has implemented a campus wide paging system.

#### 14.0 Public Safety Department Authority

County College of Morris' Public Safety Officers have the authority to ask persons for identification and to determine whether individuals have lawful business at the College. They have the authority to issue parking tickets, other citations or complaints which are billed to financial accounts of students, faculty, and staff where required. Public Safety Officers do not carry firearms or possess arrest power. Motor vehicle collisions and criminal incidents are referred to the local police who have jurisdiction on the campus. All crime victims and witnesses are strongly encouraged to immediately report the crime to the campus Public Safety Office and the Randolph Township Police Department. Prompt reporting will assure timely warning notices on-campus and timely disclosure of crime statistics.

Public Safety personnel are responsible for locking down the campus and conducting various checks and patrol functions during hours when the College is closed. Public Safety reopens the campus prior to the beginning of the business day. Other security functions include:

#### ESCORT SERVICES

The department (ext. 5550) will provide members of the campus community with an escort to and from their vehicle under the following conditions:

- when a student, employee or visitor displays fear and requests transportation

- when an individual becomes ill or suffers minor injuries

#### MOTOR VEHICLE SERVICES

The department will assist members of the College Community with jump starting or unlocking vehicles.

#### MOTOR VEHICLE ENFORCEMENT AUTHORITY

Individuals driving or parking on campus are required to obey all traffic signs, regulations, and Public Safety Officer's directions. College and state motor vehicle rules and regulations are enforced by the Department of Public Safety. State motor vehicle statutes are also enforced by the Randolph Township Police and by county and state police agencies. Violators may be subject to fines, towing or disabling of the vehicle and revocation of permission to operate and park a motor vehicle on campus.

EMERGENCY PHONE CALLS There are forty-six (46) emergency phones located inside various campus facilities. Each phone is connected directly to the Department of Public Safety and is given priority over standard calls.

#### 14.1 Relationship of Public Safety Department with Law Enforcement Agencies

The County College of Morris' Public Safety Department maintains a close relationship with the Township of Randolph Police Department and the Morristown Police Department for its Morris School District site. Meetings are held between the leaders of these agencies on both a formal and informal

basis. The officers of the College's Public Safety Department and the Township of Randolph Police Department communicate regularly on the scene of incidents that occur in and around the campus area. The Director of Public Safety works closely with the investigative staff at the Township of Randolph Police Department when incidents arise that require joint investigative efforts, resources, crime related reports and exchanges of information, as deemed necessary. There is no written memorandum of understanding between the County College of Morris' Public Safety Department and the Township of Randolph Police Department or the Morristown Police Department.

#### 15.0 Encouragement of Accurate and Prompt Crime Reporting

IF YOU SEE SOMETHING, SAY SOMETHING.

Community members, students, faculty, staff, and guests, whether victims or bystanders witnessing criminal or non-negligent acts, including potential domestic violence, dating violence, sexual assault, or stalking, are encouraged to report all crimes and public safety related incidents to the Public Safety Department in a timely manner. To report a crime or an emergency on campus, call the Public Safety Department at 973-328-5550 or use interior Emergency Call Boxes which provide two way communications with the Public Safety Dispatcher and are located in corridors throughout the buildings, are yellow and have a large red button on the face labeled HELP. Henderson Hall has a red call box in the lower level, side door entrance and a yellow call box in the upper and lower levels entrances that provides the same service. Exterior Emergency Call Boxes, which contain two-way radio communication capabilities and are located in parking lots and on walkways and are recognizable by blue lights in the evening hours (contain an assistance and an emergency button). All Public Safety patrol vehicles immediately respond to the scene when the emergency button is depressed. The College prohibits retaliation by its officers, employees, or agents against persons who exercise their rights or responsibilities under any provision of the Campus SaVE Act.

#### 16.0 Procedure on Counselors and Confidential Reporting Procedures 1.0007

Professional Counselors are not considered to be Campus Security Authorities and are not required to report crimes for inclusion into the annual disclosure of crime statistics. As a matter of policy they are encouraged, if and when they deem it appropriate, to inform persons being counseled of the procedures to report crimes on a voluntary basis for inclusion into the annual crime statistics.

#### 17.0 Security Awareness Programs for Students and Employees

Periodically, CCM conducts in-person seminars on Security Awareness for both employees and students. An example is the Active Shooter Forum, conducted by the Department of Public Safety that includes representatives from Randolph Township Police and the Morris County Sheriff's Office. The Forum includes a video presentation accompanied by a discussion describing the behaviors to look for and different actions students and/or employees should take in different sets of circumstances. Crime Prevention Programs on personal safety, sexual assault and date rape, and drug and alcohol abuse are sponsored by various campus organizations throughout the year. For example, each fall semester programs are offered in recognition of Domestic Violence Awareness Month, for World AIDS Day, and for Substance Abuse Awareness Month. Student Development & Enrollment Management staff facilitates programs that address safety and security matters for parents during new student enrollment sessions and for students during new student orientation. Other examples of Security Awareness and

Crime Prevention activities include routine foot and automobile patrols by Campus Public Safety Officers, Emergency Call Boxes located in parking lots and in building hallways throughout campus, available on request Public Safety Officer escorts to parking lots, video surveillance campus-wide, e-Panic alarms and safety videos posted on the College website. Finally, each semester, the Office of Public Safety submits to the College's newspaper, tips for enhancing personal safety on-campus as well as provides updates on incidences that have occurred. This information is published periodically throughout each semester.

### 18.0 Crime Prevention Programs for Students and Employees

A common theme of crime prevention programs is to encourage students and employees to be aware of their responsibility for their own security and the security of others. The College holds annual crime prevention programs for the campus community through several venues. For employees the College intranet contains safety tips on Hostile Intruders-Active Shooters, Bomb Threat or Suspicious Substance or Object and a video titled Shots Fire on Campus – When Lightning Strikes. An Active Shooter Forum is hosted by the Public Safety Department annually for the entire campus community. Participants include the Randolph Police Department, the Morris County Prosecutor's Office, and the Director of Information Systems who discusses how the College's emergency notification system works. The Director Public Safety submits periodic messages for inclusion in the Youngtown Edition and the CCMemo providing general safety tips.

Crime prevention is further enhanced by the dissemination of the College's Student Code of Conduct and Disciplinary Appeal Procedure. Through the Division of Student Development this information is provided to students each semester.

The key elements to crime prevention can be best achieved through coordination between the Public Safety Department, faculty, staff, and students. At County College of Morris, the majority of incidents requiring responses is the result of in-person or phoned in reports.

In an effort to enhance the idea of crime prevention on campus, the Public Safety Department publishes, through the various campus news media, crime prevention briefs concerning security and safety do's and don'ts.

### PUBLIC SAFETY SUGGESTIONS

If you travel unescorted, especially at night, you should be aware of measures you can use to safeguard yourself from attack. The County College of Morris Public Safety Department is a professional, service oriented agency ready to assist you in any emergency. The emergency phone number at the College (5550) is accessible at all times for use if your safety is threatened. Exterior emergency Call Boxes are located in all parking lots. In the event of an emergency or for other assistance you can contact the Public Safety dispatcher by simply pushing the appropriate button on the box. If you are calling from a cell phone for an emergency, we recommend that you dial 911 and speak directly to a police dispatcher.

You can help combat crime if you are aware of:

- Suspicious Persons
- Questionable Actions

## - Dangerous Conditions

Your information is valuable. Give it to the Public Safety Department quickly. Time is important. The following observations help identify people:

1. Observe the individual's height, weight, age, complexion, dress, speech, movement and anything else unusual in appearance or actions. Identify two or more notable characteristics. Compare physical proportions and age with someone you know.
2. Observe distinguishing marks -- a ring or other jewelry, tattoo or scar, missing tooth or finger, bow legs, etc.
3. Observe if a car is used. Write down the color, make and license number.

## WHILE WALKING

The best weapon against attack is psychological preparedness. An attacker usually expects a passive victim. Walking at a steady pace, looking confident and knowing where you are going makes a difference. Although there is no sure way to protect yourself against attack, certain factors can decrease your vulnerability.

1. Try to avoid going out at night alone. When possible, walk with another person or in a group. If walking alone, be even more alert to your surroundings.
2. Walk near the curb and avoid walkways that pass close to shrubbery, dark doorways and other places where someone may hide. Avoid shortcuts and stay in well-lighted areas.
3. Do not accept rides from strangers. If a car approaches and you are threatened, scream and run in a different direction opposite that of the car. The driver will have to turn around to pursue you.
4. Maintain a secure grip on your purse. Avoid carrying large amounts of money or wearing expensive jewelry.
5. Avoid working in or leaving classrooms alone at night. When possible, arrange for an escort. Never leave your purse in view when working in labs or offices.
6. Avoid over loading your arms which renders you defenseless. Be prepared to drop bundles and run.
7. Consider wearing clothing that would not impede your ability to run quickly.
8. If you fear danger, scream loudly or blow a whistle. Don't be afraid to be afraid. Raising a commotion in an uneasy situation may prevent an attack.

9. Carrying a defense implement, such as an umbrella or a spray can, should be considered with caution and should be used only to stop an attack in order to get away.
10. Avoid telephone conversations while walking alone especially during the hours of darkness.

#### WHEN GOING TO YOUR CAR

Whether your car is parked in your own driveway, or in a parking lot, it is a good idea to remember the following rules:

1. Avoid walking through or next to wooded areas or bushes whenever possible.
2. Always have your car keys ready.
3. Always approach your car dead center from the front or rear, never from the side. This allows you complete visibility on both sides (driver and passenger) and also allows detection of anyone hiding or lurking there.
4. It is advisable to carry a pocket flashlight or penlight at all times. Before getting into the car, look in the back seat and on the rear floor of the vehicle. Check the cars adjacent to you to assure that no one is hiding or waiting for you.
5. Upon getting in the vehicle, lock all doors at once.
6. Start the engine immediately -- don't just sit and wait.
7. Should anyone try to break into the vehicle while you're in it, press down firmly on the horn and keep it pressed down to attract as much attention as possible. Make every attempt to drive away.
8. Whenever possible, have someone accompany you to your vehicle, then drive the person to his/her car.
9. If you are ever grabbed from behind, a good stomp on the attacker's instep -- as hard as you can -- will often thwart him/her and give you enough time to break the hold and run.

#### WHEN DRIVING

1. Travel on well-lighted, busy streets. Keep windows rolled up and doors locked.
2. Do not leave your purse in view. Put it in the glove compartment or on the floor opposite you. Your purse can attract a criminal.
3. Keep your car in gear at all traffic lights and stop signs. If your safety is threatened, hold down on the horn and drive away.

4. When stopped behind another vehicle make sure you can see the rear wheels of the vehicle touch the roadway. Never drive any closer. This will allow room to drive away if danger approaches.
5. If you have reason to believe that another vehicle is following you, do not stop. Drive to the nearest police station or open business. Write down the license number and description of the vehicle. Report the incident to the police immediately.
6. Park only in well-lighted areas and look for loiterers before leaving your vehicle.
7. Lock your vehicle and do not leave valuables in view. (Lock them in the trunk.) This will discourage thieves.
8. Don't pick up hitchhikers.

#### 19.0 Policy Addressing Alcoholic Beverages

The possession, sale of the furnishing of alcohol on campus is governed by the Drug-Free Workplace Act of 1988, 41 U.S.C. \*701, et seq., and other relevant substance abuse laws. The County College of Morris campus has been designated "Drug free". Except at specific functions approved by the College, the use, possession, or sale of alcoholic beverages on the College campus is strictly forbidden. It is also strictly forbidden to be under the influence of alcoholic beverages while engaged in College related activities or while on the College campus. When authorized by the College, the use of alcoholic beverages by students and employees at College functions shall be in strict accordance with College, local, and state regulations. The possession, sale, manufacture or distribution of any controlled substance is illegal under both state and federal laws. Such laws are strictly enforced by the Township of Randolph Police Department. Violators are subject to applicable civil and criminal penalties. College connected persons further will be subject to college disciplinary action, which may include suspension or dismissal. Nursing and Allied Health Programs maintain a no tolerance policy regarding substance abuse. As such, students in those programs who are found in violation of the College's Substance Abuse Policy 2.2008 or who have criminal history background records involving abuse of substances will not be admitted to the professional phase of the Nursing, Radiography, or Respiratory Programs, or may be subject to dismissal from these programs.

#### 20.0 Policy Addressing Illegal Drug Possession

County College of Morris has been designated "Drug free". The possession, sale, manufacture or distribution of any controlled substance is illegal under both state and federal laws except for medication prescribed by a physician. Such laws are strictly enforced by the Township of Randolph Police Department.

Persons violating these policies will be subject to applicable civil and criminal penalties. College connected persons further will be subject to college disciplinary action, which may include suspension or

dismissal. Nursing and Allied Health Programs maintain a no tolerance policy regarding substance abuse. As such, students in those programs who are found in violation of the College's Substance Abuse Policy 2.2008 or who have criminal history background records involving abuse of substances will not be admitted to the professional phase of the Nursing, Radiography, or Respiratory Programs, or may be subjected to dismissal from these programs.

#### 21.0 Policy Addressing Substance Abuse Education

The CCM Board of Trustees has underscored its commitment to substance abuse education by adopting a formal college Substance Abuse Policy. This Board policy outlines the ways in which the College ensures a working and learning environment for employees and students that is safe, orderly and free of illegal activity; complies with the Drug-Free Workplace Act of 1988 as well as other relevant substance abuse laws; provides employees and students with access to appropriate treatment and rehabilitation assistance for substance abuse; offers ways to educate employees and students about substance abuse and maintaining a drug-free working and learning environment; and, ensures that appropriate disciplinary procedures are in place for employees and students who are involved in substance abuse. Employees with a drug dependency are encouraged to use the Employee Assistance Program (EAP) offered by CCM to all employees free of charge. Among the services provided by the EAP is drug abuse counseling, offered confidentially through the EAP provider, Cornerstone Family Programs.

CCM also provides a program to prevent the illicit use of drugs and the abuse of alcohol by students. The program provides services related to drug use and abuse including dissemination of informational materials, educational programs, counseling services, referrals and college disciplinary actions. The Office of Counseling & Student Success and the Office of Health Services provide these services and resources directly to all students as needed. Other substance abuse educational programs are sponsored by various campus organizations throughout the year as well.

#### 22.0 Disclosures to Alleged Victims of Crimes of Results of Disciplinary Hearing

County College of Morris will simultaneously notify the accuser and accused in writing of the outcome of (i) any disciplinary hearing conducted by the College against an individual who is the alleged perpetrator of the crime or violent offense, (ii) the appeal procedures, (iii) any change to the result before it becomes final and (iv) when the result becomes final. If the alleged victim is deceased as a result of the crime or violent offense, County College of Morris will provide the results of the disciplinary hearing to the victim's next of kin, if so requested.

#### 23.0 Policy Addressing Prevention of and Response to Sex Offenses 2.20007

CCM and the State of New Jersey recognize the impact of sexual violence on both victims and the surrounding community. The State of New Jersey has enacted legislation calling for a "bill of rights" for victims of sexual assault on New Jersey campuses. CCM provides information about this bill of rights in a dedicated brochure which informs students about their rights regarding sexual assault and encourage them to access services immediately through resources on-campus or in the community. The brochure is available in the online Student Handbook and may also be obtained from the Office of the Dean of Student Development, Counseling Services, Health Services, the Office of Campus Life, the Athletics Office and the Public Safety Department.

If you are a victim of a sexual assault, domestic violence, dating violence, or stalking at CCM, your first priority should be to get to a place of safety. You should then obtain necessary medical treatment. The Public Safety Department advocates that a victim of sexual assault report the incident in a timely manner to the Public Safety Department at ext. 5550 or the Randolph Township Police Department at 973-989-7000. Time is a critical factor for evidence collection and preservation. However, in order for the victim to regain a feeling of control over their life, it is very important that the victim make the decision about whether to report the assault. The College is committed to making information available so victim can make informed decisions. Speaking with someone about the assault does not commit the student to further action. The Office of Counseling and Student Success (located in the Student Community Center, 1<sup>st</sup> floor room 118, phone number 973-328-5140) will guide the victim through the available options and support the victim in his/her decisions. Also, the Counselor will inform the victim of the various counseling options available from the College and connect the student with support services off-campus, such as the Morris County Sexual Assault Center. College disciplinary proceedings are detailed in the Student Code of Conduct and Disciplinary Appeals Procedures

Filing a police report with a campus officer will not obligate the victim to prosecute, nor will it subject the victim to scrutiny or judgmental opinions from officers. Filing a police report will:

- ensure that a victim of sexual assault receives the necessary medical treatment and tests at no expense to the victim;
- provide the opportunity for collection of evidence helpful in prosecution, which cannot be obtained later;
- ensure that the victim has access to free confidential counseling from counselors specifically trained in the area of sexual assault crisis intervention.

In addition to reporting the assault, the victim should be aware of the following optional actions:

**(a) MEDICAL** The victim of a sexual assault is advised to seek medical treatment immediately to collect evidence, should they wish to take legal action presently or in the future. If a sexual assault occurs, it is advisable not to bathe, shower, douche, change clothing, eat, drink, smoke or urinate. It is also advisable to have an HIV test done separately from the medical exam, at an HIV Testing Site, where HIV tests are done confidentially, anonymously and free of charge. The Office of Health Services should be contacted at 973-328-5160 for appropriate procedures. Immediate medical attention is also important for physical injuries, sexually transmitted disease, and/or pregnancy.

**(b) EMOTIONAL** – Counseling can be obtained to help the victim deal with the emotions resulting from a sexual assault, and to regain a feeling of control over one’s life. The Office of Counseling Services should be contacted for appropriate resources.

**(c) LEGAL/DISCIPLINARY** – Criminal charges can be filed through the municipality where the assault occurred. A college complaint invoking the County College of Morris Student Code of Conduct can be filed with the Office of the Dean of Student Development. Both criminal and college processes may be

used simultaneously. The Office of the Dean of Student Development or the Office of Public Safety should be contacted for further details and assistance.

Disciplinary proceedings for CCM students, as well as special guidelines for cases involving sexual misconduct, are set forth in the Student Code of Conduct and Disciplinary Appeal Procedure which is available on the College website and published in the Student Handbook. Both the victim and accused will be informed of the outcome of the disciplinary hearing. A student found guilty of violating the CCM sexual harassment policy could be criminally prosecuted in state court and may be suspended or expelled from CCM for the first offense.

Disciplinary proceedings for CCM employees will be provided by the Human Resources Department.

### DATE RAPE DRUGS

The phenomenon of drugs being used to facilitate sexual assault has been widely reported across the country. Although no confirmed cases have previously been reported on campus, the County College of Morris Public Safety Department urges students to be alert to the possibility and take steps to protect themselves. Date rape drugs, commonly referred to as Rohypnol, GHB, and Ketamine, can be slipped into an unsuspecting person's drink. Rapid and severe intoxication follows, along with dramatically reduced inhibitions and memory loss. In this condition, anyone can be extremely vulnerable to sexual assault.

To protect yourself, do not leave drinks unattended and be wary of accepting drinks from people you do not know well. To be even more careful, make sure that you open and pour your own drink, and don't share drinks with others. As an added precaution, request or use a clean glass with each drink. It is also wise to use the buddy system while socializing—when you go out with friends, agree to keep an eye on one another and to go home together. If a friend starts to exhibit symptoms of date rape drug ingestion, seek medical help immediately. Signs to look for include: dizziness and/or nausea, memory loss, breathing or motion difficulties, and acting disproportionately intoxicated relative to the amount of alcohol consumed.

The Public Safety Department urges anyone who believes they or a friend has been the victim of a date rape drug to immediately contact their local law enforcement agency. Victims of any form of sexual assault are encouraged to seek confidential support at the County College of Morris Counseling & Student Success Office.

### 24.0 Accessing Sex Offender Registration

In accordance to 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, the County College of Morris Public Safety Department is providing a link to the New Jersey State Police Sex Offender Registry. This act requires institutions of higher education to issue a statement advising the campus community where law enforcement information provided by a State concerning registered sex offenders may be obtained. It also requires sex offenders already required to register in a State to provide notice of each institution of

higher education in that State in which the person is employed, carries a vocation, or is a student. In the State of New Jersey sex offenders are required to register with their local police department and the information is kept by the Division of State Police in a Sex Offender Registry. In the State of New Jersey sex offenders are defined as those who have been convicted since Megan’s Law went into effect on October 31, 1994, or who were serving a sentence on the effective date of the law, or who have been found to be repetitive and compulsive by experts and the courts, regardless of the date of conviction.

The New Jersey State Police Sex Offender Registry is available on the New Jersey State Police website at [http://www.njsp.org/info/reg\\_sexoffend.html](http://www.njsp.org/info/reg_sexoffend.html) . The New Jersey State Police is responsible for maintaining this registry. Registry information provided under this section shall be used for the purposes of the administration of criminal justice, screening of current or prospective employees, volunteers or otherwise for the protection of the public in general and children in particular. **Unlawful use of the information for purposes of intimidating or harassing another is prohibited and willful violation shall be punishable as a Class 1 misdemeanor.**

25.0 Sample Notice of Annual Security Report Availability

The County College of Morris’ annual security report is now available. This report is required by federal law and contains policy statements and crime statistics for County College of Morris. The policy statements address the College’s policies, procedures and programs concerning safety and security, for example, policies for responding to emergency situations and sexual offenses. Three years’ worth of statistics are included for certain types of crimes that were reported to have occurred on campus, in or on off-campus property controlled by the College and on public property within or immediately adjacent to property controlled by the College. This report is available online at

<https://www.ccm.edu/wp-content/uploads/pdf/safety/right-to-know.pdf>

You may also request a paper copy from the Public Safety Department.

26.0 Crime Statistics Reporting Tables for Most Recent Three Years

**COUNTY COLLEGE OF MORRIS  
ANNUAL SECURITY REPORT  
January 1, 2017 THROUGH December 31, 2017  
The Student Right to Know and Campus Security Act of 1990**

<u>CRIMINAL OFFENSE</u>	<u>RANDOLPH CAMPUS</u>	<u>MORRISTOWN HIGH SCHOOL</u>	<u>CONTIGUOUS PUBLIC PROPERTY</u>	<u>BIAS INCIDENT</u>
MURDER AND NON-NEGLIGENT MANSLAUGHTER	0	0	0	0
NEGLIGENT MANSLAUGHTER	0	0	0	0

ARSON	0	0	0	0
RAPE	0	0	0	0
FORCIBLE SEXUAL ASSAULT	0	0	0	0
NON FORCIBLE SEXUAL ASSAULT	0	0	0	0
DOMESTIC VIOLENCE	2	0	0	0
DATING VIOLENCE	0	0	0	0
STALKING	4	0	0	0
ROBBERY	0	0	0	0
AGGRAVATED ASSAULT	1	0	0	0
BURGLARY (NON-AUTO)	0	0	0	0
MOTOR VEHICLE THEFT	0	0	0	0
<b>TOTAL REPORTED OFFENSES</b>	<b>7</b>	<b>0</b>	<b>0</b>	<b>0</b>

**ARRESTS AND REFERRALS FOR DISCIPLINARY ACTION**

<b>ARRESTS</b>				
Liquor Law Violations	0	0	0	0
Drug Abuse Violations	1	0	0	0
Weapons: Carrying, Possessing, Etc.	0	0	0	0
<b>TOTAL ARRESTS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>REFERRALS FOR DISCIPLINARY ACTION</b>				
Liquor Law Violations	0	0	0	0
Drug Abuse Violations	0	0	0	0
Weapons: Carrying, Possessing, Etc.	1	0	0	0

*No bias incidents related to crimes of larceny-theft, simple assault, intimidation, or destruction/damage/vandalism of property occurred.*

**COUNTY COLLEGE OF MORRIS  
ANNUAL SECURITY REPORT  
January 1, 2016 THROUGH December 31, 2016  
The Student Right to Know and Campus Security Act of 1990**

<b>CRIMINAL OFFENSE</b>	<b><u>RANDOLPH CAMPUS</u></b>	<b><u>Morristown Site (30 Schuyler)</u></b>	<b><u>CONTIGUOUS PUBLIC PROPERTY</u></b>	<b><u>BIAS INCIDENT</u></b>
MURDER AND NON-NEGLIGENT MANSLAUGHTER	0	0	0	0
NEGLIGENT MANSLAUGHTER	0	0	0	0
ARSON	1	0	0	0
FORCIBLE SEXUAL ASSAULT	0	0	0	0
NON FORCIBLE SEXUAL ASSAULT	0	0	0	0
DOMESTIC VIOLENCE	0	0	0	0
DATING VIOLENCE	0	0	0	0
STALKING	0	0	0	0
ROBBERY	0	0	0	0
AGGRAVATED ASSAULT	0	0	0	0
BURGLARY	0	0	0	0
MOTOR VEHICLE THEFT	0	0	0	0
<b>TOTAL REPORTED OFFENSES</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>

**ARRESTS AND REFERRALS FOR DISCIPLINARY ACTION**

<b>ARRESTS</b>				
Liquor Law Violations	0	0	0	0
Drug Abuse Violations	0	0	0	0
Weapons: Carrying, Possessing, Etc.	0	0	0	0
<b>TOTAL ARRESTS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>REFERRALS FOR DISCIPLINARY ACTION</b>				
Liquor Law Violations	0	0	0	0
Drug Abuse Violations	0	0	0	0
Weapons: Carrying, Possessing, Etc.	0	0	0	0

*No bias incidents related to crimes of larceny-theft, simple assault, intimidation, or destruction/damage/vandalism of property occurred*

**COUNTY COLLEGE OF MORRIS**  
**ANNUAL SECURITY REPORT**  
**January 1, 2015 THROUGH December 31, 2015**  
**The Student Right to Know and Campus Security Act of 1990**

<b>CRIMINAL OFFENSE</b>	<b><u>RANDOLPH</u> <u>CAMPUS</u></b>	<b><u>Morristown</u> <u>Site</u> <u>(30 Schuyler)</u></b>	<b><u>Mennen</u> <u>Arena</u> <u>(for Hockey)</u></b>	<b><u>CONTIGUOUS</u> <u>PUBLIC</u> <u>PROPERTY</u></b>	<b><u>BIAS</u> <u>INCIDENT</u></b>
MURDER AND NON-NEGLIGENT MANSLAUGHTER	0	0	0	0	0
NEGLIGENT MANSLAUGHTER	0	0	0	0	0
ARSON	0	0	0	0	0
FORCIBLE SEXUAL ASSAULT	0	0	0	0	0
NON FORCIBLE SEXUAL ASSAULT	0	0	0	0	0
DOMESTIC VIOLENCE	0	0	0	0	0
DATING VIOLENCE	0	0	0	0	0
STALKING	0	0	0	0	0
ROBBERY	0	0	0	0	0
AGGRAVATED ASSAULT	0	0	0	0	0
BURGLARY	2	0	0	0	0
MOTOR VEHICLE THEFT	0	0	0	0	0
<b>TOTAL REPORTED OFFENSES</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**ARRESTS AND REFERRALS FOR DISCIPLINARY ACTION**

<b>ARRESTS</b>					
Liquor Law Violations	0	0	0	0	0
Drug Abuse Violations	1	0	0	0	0
Weapons: Carrying, Possessing, Etc.	0	0	0	0	0
<b>TOTAL ARRESTS</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>REFERRALS FOR DISCIPLINARY ACTION</b>					

Liquor Law Violations	0	0	0	0	0
Drug Abuse Violations	0	0	0	0	0
Weapons: Carrying, Possessing, Etc.	0	0	0	0	0

*No bias incidents related to crimes of larceny-theft, simple assault, intimidation, or destruction/damage/vandalism of property occurred.*

APPENDIX

**CONFIDENTIAL WITNESS REPORT FORM**

<http://publicsafety.ccm.edu/CESIReportExec/olr/OLRMain.aspx?IsAuth=1&groupid=102>