

# Annual Security Report 2020

Prepared in Compliance with Clery Act / 34 CFR 668.46

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Kyle Metcalf Director of Campus  
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## **Section 1: Campus Safety and Security**

The following outlines the Campus Safety and Security policies of NCC. This information is provided to meet the requirements of the Jeanne Clery Disclosure of Campus Safety Policy and Campus Crime Statistics Act of 1998.

**Campus Safety Department:** The Campus Safety Department operates during the normal operating hours of the college. Campus Safety Officers conduct foot and vehicle patrols on campus and are charged with the enforcement of federal, state and local laws, as well as Nashua Community College (NCC) policies and regulations. Campus Safety Officers do not have statutory arrest powers. The Campus Safety Department maintains a strong working relationship with the Nashua Police Department, who provide law enforcement services for NCC. There is a formal Memorandum of Understanding in effect between NCC and the Nashua Police Department. The College recognizes that laws and rules are necessary for society to function and supports the enforcement of law by governmental agencies and rules by officials of the College. All persons on the campus are subject to these laws and rules at all times. The College is public property, and law enforcement officers may enter the campus to conduct business as needed. Additionally, the officers are invited to patrol the campus to assist the College in deterring crime.

The Campus Safety Office maintains a daily log of activity available for public view during normal operating hours. The Campus Safety Department compiles crime statistics, which are reported yearly in the Annual Security Report. Please review your student handbook/planner for General Policies such a parking and smoking regulations

The student handbook is available on the NCC website;

<https://www.nashuacc.edu/images/PDF/handbook/2019-2020-NCC-Student-Handbook.pdf#page=3>

**Building Security:** Academic and support buildings are available to authorized members of the campus community and to official visitors and/or individuals who have legitimate business needs during hours the buildings are open. All buildings are secured each night and are open only during normal business hours. Entry after normal hours is only available to faculty, staff and authorized students, as determined by the appropriate academic or administrative offices. Buildings are patrolled and checked by Campus Safety staff and are equipped with video monitoring and fire detection systems. Emergency telephones are available in offices, classrooms, and common hallways.

## **Section 2: Safety/Services Provided**

**Alarm Systems:** A computer based electronic system, monitored by an off campus alarm company, immediately notifies campus safety upon activation. Alarm systems are configured to denote duress, intrusion, and other types of activations. In the event of a fire alarm activation, the Nashua Fire Department will be notified immediately through a Master Box system.

**Annual Report:** The Department of Campus Safety will publish an annual report prior to October 1 of each year. The report will be directly linked to the NCC Campus Safety website. Copies of the report are available in the Campus Safety office Room 124.

**Campus Safety Website:** Nashua Community College maintains a website at [Safety & Security - Nashua Community College \(nashuacc.edu\)](http://Safety & Security - Nashua Community College (nashuacc.edu)). For quick and up to date information on the Campus Safety department and services it provides in addition to Crime statistics, crime prevention information, emergency procedures, and online registration for parking permits.

**Campus Student Activity Calendar and Newsletters:** NCC puts out a weekly student activity



**Voluntary Confidential Reporting:** If you are the victim of a crime and do not want to pursue action within the College disciplinary System or the criminal justice system, you may still want to consider making a confidential report. With your permission, the Campus Safety Director or a designee of 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 taking steps to ensure the future safety of yourself and others. With such information, the College can keep an accurate record of the number of incidents involving students, determine where there is a pattern of crime with regard to a particular location, method, or assailant, and alert the college community to potential danger. Reports filed in this manner are counted and disclosed in the annual crimes statistics for the institution.

**Limited Voluntary Confidential Reporting:** The College encourages anyone who is the victim or witness to any crime to promptly report the incident to the police. For the reason that police reports are public records under state law, the Nashua Police Department cannot hold reports of crime in confidence.

Confidential reports for purposes of inclusion in the annual disclosure of crime statistics can generally be made to College Campus Security Authorities as identified below.

**Campus Security Authorities:** Campus officials that have a significant responsibility for students and campus activities are considered Campus Security Authorities. The campus security

□ primary responsibility is to report allegations made in good faith to the reporting structure established by the institution. Individuals that are identified as Campus Security Authorities (CSA □ □ not expected to investigate crimes or to determine the validity of reported crimes, but to document the information and provide it to the Campus Safety Department for follow up.

Listings of current Campus Security Authorities by name and title are posted throughout the campus and available online at the NCC website;

[Safety & Security – Nashua Community College \(nashuacc.edu\)](http://nashuacc.edu)



## **Section 4: Preventing Crimes**

Members of the college community must assume responsibility for their own personal safety and the security of their personal belongings by taking simple, common sense precautions. For example, although the campus is well lit, any student may feel more comfortable calling Campus Safety for an escort t

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parking lot. Vehicles should always be locked and valuables stored out of sight. Any suspicious individuals or activity should be reported to Campus Safety immediately.

Potential or actual criminal activity and other emergencies can be reported directly by any student, faculty or staff member, to the Campus Safety Department/Nashua Police. The College encourages reporting directly to the local authorities in situations where the need is obvious, such as a theft you see taking place or a situation requiring immediate medical attention, etc.

Notification of College personnel should take place after the emergency services are on their way to the campus.

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

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

## **Section 5: Sexual Assault, Domestic Violence, Dating Violence, and Stalking Policy**

### **Policy Statement**

Nashua Community College is acutely aware of the concerns of students, faculty and staff regarding the number of victims seeking help who have been sexually harassed, assaulted or raped on college campuses. It is the policy of the institution that all individuals associated with the institution should be able to work and study in an environment that is free of discrimination and sexual assault/harassment. It is the policy of this institution that all offenses of domestic violence, dating violence, sexual assault, and stagenctem g0 G, dauthorities.



## **Definitions and Terms**

### ***Domestic Violence:***

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. By a person similarly situated to a spouse of the victim under the

**Reporting Procedures and Victim Rights**

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

**Reporting:** Incidents which occur on campus property or campus controlled property should be reported to NCC campus authorities. The initial report can be made directly to any member of the NCC Campus Safety Office or through an NCC Campus Security Authority. Campus authorities will assist in notifying.

Every 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 harassment or violence occurred). College adjudications are based on civil law, not criminal, for very good reasons for both the victim and the accused.

Every complainant has the right to be notified, in writing, of the outcome of the complaint. Even though federal privacy laws limit disclosure of certain information in disciplinary proceedings: **Schools must disclose to the complainant information about the sanction imposed on the perpetrator when the sanction directly relates to the harassed student.** This includes an order that the harasser stay away from the harassed student, or that the harasser is prohibited from attending school for a period of time, or transferred to other classes or another residence hall.

Additionally, the **Clery Act (20 U.S.C. §1092(f))** requires that both parties be informed of the outcome, including sanction information, of any institutional proceeding alleging a sex offense.

The grievance procedures may include voluntary informal methods (e.g., mediation) for resolving some types of sexual harassment 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.

When conducting an investigation of an alleged sexual assault, the College's focus will be on addressing the sexual assault and not on lesser policy violations that may be discovered or disclosed. The College may, however, provide referrals to counseling or require other educational options.

Patients who are victims of sexual assault for compensation of medical/dental expenses, mental health therapy expenses, lost wages or other out-of-pocket expenses not covered by insurance or other resources available to the victim. The  as a result of the crime. Property losses and pain and suffering cannot be compensated using this method of compensation. In order to qualify, the victim must report the crime to law enforcement. The victim should be told to call 1-800-300-4500 for information about the compensation program.

**Procedures for Institutional Disciplinary Actions:**

The Vice President of Student Affairs will oversee the adjudication of those disciplinary  
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-academic  
behavior leads to recommended sanctions in both the academic and non-academic arenas.

Additionally, the Leadership Team of the college will appoint a Student Judicial Advisor from among the faculty/staff ranks for a renewable two-year term to monitor and maintain records of the various judicial bodies and proceedings; to advise judicial bodies and students/individuals on appropriate or alternative courses of action; to review requests for judicial appeals and to ensure consistency in the application of sanctions.

A time shall be set for an initial hearing between the accused and the authorized investigating individual, not less than one (1) nor more than five (5) class days after the student has been notified. Maximum time limits for scheduling of hearings may be extended at the discretion of the Vice President of Student Affairs (or designee).

The accuser and accused are entitled to the same opportunities to have others present during a disciplinary proceeding.

**Both the accuser and accused shall be notified in writing of:**

- (1) The outcome of any institutional disciplinary proceeding that arises from an allegation of domestic violence, dating violence, sexual assault, or stalking.
- (2) The method of appeal for the results of the disciplinary proceeding.
- (3) Any change to the results that occurs prior to the results becoming final. When the results become final.
- (4) All hearings will be decided using a **preponderance of the evidence** standard (*i.e.*, it is more likely than not that sexual harassment or violence occurred). College adjudications are based on civil law, not criminal, for very good reasons for both the victim and the accused.

Reasonable changes to academic situations may be made for the victim of a sexual assault if requested by the student.

**INTERIM SANCTIONS:** In certain circumstances, the President or Vice Presidents of the college, or a designee, may impose a sanction prior to the hearing before a judicial body.

**Interim sanctions may be imposed only:**

- (A) To ensure the safety and well-being of members of the college community or preservation of college property.
- (B) □ □ □



Be sure the student does not wash, douche change or wash clothes. Anything handled by the attacker should not be touched.

Call the Rape and Domestic Violence Crisis center through the Sexual Assault Hotline, 603-883-3044.

The victim must be made aware that a medical exam is the next step. It is an option to have the examination at a medical facility and have the examination kit to law enforcement without submitting the name of the patient/victim. This allows the evidence to be preserved for any future prosecution.

Contact the Vice President of Student Services, (603) 578-8900 Ext. 1528.

If the student is reluctant to notify the police and does not want medical assistance, assist the student in contacting the Rape and Domestic Violence Center 603-883-3044.

Campus Safety **must** be notified in all cases of rape or sexual assault, whether the individual wished to press charges or not.

Compliance with these provisions does not constitute a violation of **section 444 of the General Education Provisions Act (20 U.S.C. 1232g)**, commonly known as the **Family Educational Rights and Privacy Act of 1974 (FERPA)**.

**Prevention and Awareness:** NCC distributes educational material regarding date rape prevention and Safe at College tips during incoming student orientation sessions. Campus wide postings of domestic and sexual violence information via the Bridges Program are posted and maintained by the Campus Safety office.

**Educational videos regarding sexual assault awareness, dating violence, stalking, are available to view online:**

[Culture of Silence: Stalking Education and Awareness Video:](https://www.youtube.com/watch?v=IBTWyc5tyiI&feature=youtu.be)  
<https://www.youtube.com/watch?v=IBTWyc5tyiI&feature=youtu.be>

[Speak Out & Stand Up \(SOSU\): Raising Awareness About Sexual Assault Video:](https://www.youtube.com/watch?v=9XokkUf8CZ8&feature=youtu.be)  
<https://www.youtube.com/watch?v=9XokkUf8CZ8&feature=youtu.be>

Program information is also available on the NCC website:  
[Safety & Security – Nashua Community College \(nashuacc.edu\)](http://nashuacc.edu)

**Whom You Should See On Campus**



## **Section 6: Drug and Alcohol Abusive Prevention Information**

The Drug-Free Schools and Communities Act Amendments of 1989 require that Nashua Community College, as a recipient of federal funds, including federally provided student financial aid, notify its students and employees annually that the unlawful possession, use, or distribution of illicit drugs and alcohol on College property is prohibited.

**Alcohol:** NCC is concerned about alcohol and other drugs and its pervasive detrimental impact on the quality of campus life. NCC encourages a commitment from students, faculty and staff to make every effort to alleviate substance abuse problems on this campus and in the surrounding community.

The following policy is intended to provide the Nashua Community College community with information about alcohol and other drug use on the Nashua Community College Campus.

**Public intoxication or the use, possession, sale, or distribution of alcoholic beverages, is prohibited.**

6. Violation of the rules concerning use of possession of intoxicating beverages as set forth

**Referrals for Alcohol**

## ***Federal Drug Laws***

Federal law prohibits the possession, use, or distribution of illicit drugs. Strict penalties are provided for drug convictions, including mandatory prison terms for many offenses. The following information is an overview of Federal penalties for first convictions. All penalties are doubled for any subsequent drug conviction.

**Denial of Federal Benefits 21 U.S.C. 862:** A Federal Drug Conviction may result in the loss

## *New Hampshire State Laws*

The legal drinking age in New Hampshire is 21.

**If you are under 21,**

## Description of Health Risks

Serious health and personal risks are associated with the use of illegal drugs, prescription drugs and abuse of alcohol. Most people take prescription medication responsibly. When misused or abused, prescription drugs can be as dangerous as illegal drugs. They may include temporary or permanent physical or mental impairment, and injury or death. Use and abuse of such substances may also give rise to conduct which causes injury, death or damage to the user/abuser or to the person or property of others, resulting in criminal or civil prosecution and liability. Use and abuse of such substances may also lead to unsafe and/or nonconsensual sex, unwanted pregnancy, and may cause defects, injury or death in unborn children. Consequences may also include temporary or permanent loss of educational or employment opportunities.

Heavy drinking over a period of time can cause physiological damage, physical problems, and serious nervous or mental disorders. Addiction to drugs or alcohol not only affects upon the abuser, it places profound stress upon family members, relationships, and friendships.

**Drugs and the Body Narcotics (ex. Heroin, OxyContin, Vicodin, Percocet):** There are legal and illegal narcotics. Narcotics are effective in pain control and for other medical purposes when prescribed by a physician and used as directed. Use is often diverted however, which can produce multiple problems, as narcotics are highly addictive and often associated in drug dependency and overdoses.

**Effects:** The user may experience initial euphoria, followed by drowsiness and nausea. Someone

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**Risk:** There is a risk of overdose with narcotics and users may develop slow, shallow breathing, clammy skin, loss of appetite and weight. Overdose can lead to possible death without intervention. Narcotics are highly addictive and may require inpatient treatment to safely detoxify the body.

**Depressants (Barbiturates, Benzodiazepines):** Depressants can also be legal and illegal. The most popular legal depressant is alcohol (see below). Depressants slow the central nervous system and may be prescribed by a physician to induce sleep, reduce stress, or help control

**Stimulants (Cocaine; Methamphetamine e.g., Ritalin; Amphetamines e.g., Adderall):**

Stimulants speed up the mental and physical processes of the body. Historically they have been used both in their legal (nicotine and caffeine and in the treatment of ADD/ADHD) and illegal forms. These substances help keep people awake, provide more energy, and suppress appetite. They have also been prescribed by physicians to increase enhance focus and concentration in individuals with ADD/ADHD. These drugs can be addictive and can produce withdrawal symptoms if stopped.

**Effects:** The user may experience an increased heart rate, increased energy and increased alertness. Users may also find they have an increased blood pressure, excessive talkativeness, and increased anxiety. In large doses, users find loss of coordination, dizziness, anxiety, cardiac and respiratory distress, and seizures, among other concerns.

**Risks:** Increase in body temperature, hallucinations, convulsions and possible death.

**Hallucinogens (Mushrooms, LSD, and PCP):**

mind and mood. Some types produce hallucinations, causing the person to hear, see, and smell





## **Alcohol**

The Food and Drug Administration defines low-risk drinking as:

- No more than 1 drink per day for women (if daily)
- No more than 2 drinks per day for men (if daily)
- No more than 3 drinks for women, 4 drinks for men on any given day

Alcohol is a depressant drug that is legal in the United States for those over the age of 21 years. Small quantities of alcohol (low-risk) have for a legal-aged user has not been linked to any increased health risks, and in some cases, has been credited with some health benefits.

However, higher quantities (high-risk use) have been associated with increased risk for breast and colon cancer and in heart disease, as well as with a variety of unintentional consequences.

**Effects:** The users may experience a general relaxation, mild reduction in inhibitions and some impairment in judgment in low-risk amounts. Higher risk quantities may result in the user having greater impairment in judgment, alertness and coordination.

**Risks:** High-risk amounts can increase risk for:

- Risk taking behaviors (example: sexual, driving).
- Alcohol poisoning which can include: passing out (coma or becoming unconscious) nausea/vomiting and memory loss (black outs).
- Hostility or other behavior changes.
- Dependence and/or addiction.
- Uncharacteristic family, school, work and/or legal problems.
- Health problems such as cancers, health disease and cirrhosis of the liver.
- Unintentional injuries and death.
- Birth and developmental defects if exposed during pregnancy.

Additionally, alcohol taken with other drugs can intensify the effects of the drug, alter the desired effect of the drug and can cause nausea, sweating, severe headaches, convulsions and death by overdose.

# CCSNH Policy Governing Alcohol and Controlled Substances

## Use of Alcohol and Controlled Substances during Work Hours

The CCSNH is committed to ensuring a drug-free workplace. Legal Requirements: In accordance with the Drug Free Workplace Act of 1988 (Pub. L. No. 100-690, Title V, Subtitle D) employees are prohibited from the unlawful manufacture, distribution, dispensing, possession, or use of any controlled substance in the workplace. Chemical dependency can and does affect work performance and attendance.

### Requirements: As a condition of employment employees are:

1. Prohibited from the use, possession, distribution, dispensation, or unlawful manufacture of any controlled substance while on the property of the CCSNH or its colleges, during work hours, or while attending any CCSNH or college sponsored activity or function.
2. Prohibited from consuming alcohol while on duty or in the workplace and from reporting to work while under the influence of alcoholic beverages or controlled substances (drugs).
3. Driving any CCSNH or college owned vehicle, or driving a personal vehicle while on business for the CCSNH or its colleges, while under the influence of alcoholic beverages or controlled substances (drugs).
4. Required to report in writing to the College or CCSNH Human Resources Office any criminal conviction based on the unlawful use, possession, distribution, dispensation or manufacture of a controlled substance where the violation occurred on CCSNH or its college premises or that occurs in the workplace. The reporting of such incidents must   whether an appeal is taken.

### Sanctions:

1. Conviction of a drug-related crime

## **Section 7: Timely Warnings**

**Campus Safety Alerts:** The Campus Safety Department is responsible for issuing **Timely Warnings** or the Campus Community to notify members of the community about serious crimes that occur on campus, in compliance with the **Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act** (Clery Act).

Timely Warnings are provided to give students, faculty and staff notification of crimes that may present a threat to the campus community and to heighten safety awareness. Having knowledge of such crimes will assist community members in making informed decisions about their personal safety and in preventing similar crimes from occurring. These warnings will be posted if a serious crime on campus constitutes an ongoing or continuing threat to the community. Information for **Timely Warning alerts** can originate from several sources including Campus Security Authorities

Anyone with information warranting a timely warning should report the circumstances to the Campus Safety Office at (603) 578-8900 (ext. 1767) or [nccsafety@ccsnh.edu](mailto:nccsafety@ccsnh.edu).

### **NCC issues timely warnings for the following incidents:**

- Criminal Homicide
- Sex Offenses
- Aggravated assault Robbery
- Burglary
- Motor Vehicle Theft Major Incidents of Arson

Other crimes as determined necessary by the Director of Campus Safety, or designee.

Whenever a notification of a serious crime is received NCC will, immediately, determine the content of the notification and consider whether the crime constitutes, an on- going or continued threat to the campus community and initiate the notification system. Unless issuing a notification

Every attempt will be made to distribute the Alert within 6 hours of the time the incident is reported; however, the release is subject to the availability of accurate facts concerning the incident.

**A timely warning and updates may be distributed to the campus through any one or more of the following methods:**

**NCC Alert system**

**NCC ALERTS:** Nashua Community College's emergency notification system that will help ensure rapid and reliable mass communication to students, faculty, and staff. The NCC ALERT system is

## **Section 8: Emergency Notification/Response and Evacuation Procedures**

Whenever a notification of an emergency is received NCC will, without delay, determine the content of the notification and consider whether the emergency constitutes an on- going or continued threat to the campus community and initiate the notification system, unless issuing a notification will in the professional judgment of responsible authorities, compromise law enforcement efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency.

The decision to issue an emergency warning for evacuation shall be decided on a case-by-case basis. The decision is made by the President of the College, Vice President of Student Services, Plant Maintenance Engineer, Director of Campus Safety, or other designee considering all available facts and taking into account the safety of the campus community,

In cases where the emergency no longer poses an on-going threat to the safety of the campus community an evacuation alert may not be issued. This circumstance would be evaluated on a case-by-case basis.

**An Emergency Alert may be distributed to the campus through any one or more of the following methods:**

**NCC Alert system:** Via cell phone (text and voice messages), landlines, and e-mail.

**Campus Wide Public Address System:** With visual strobe activation.

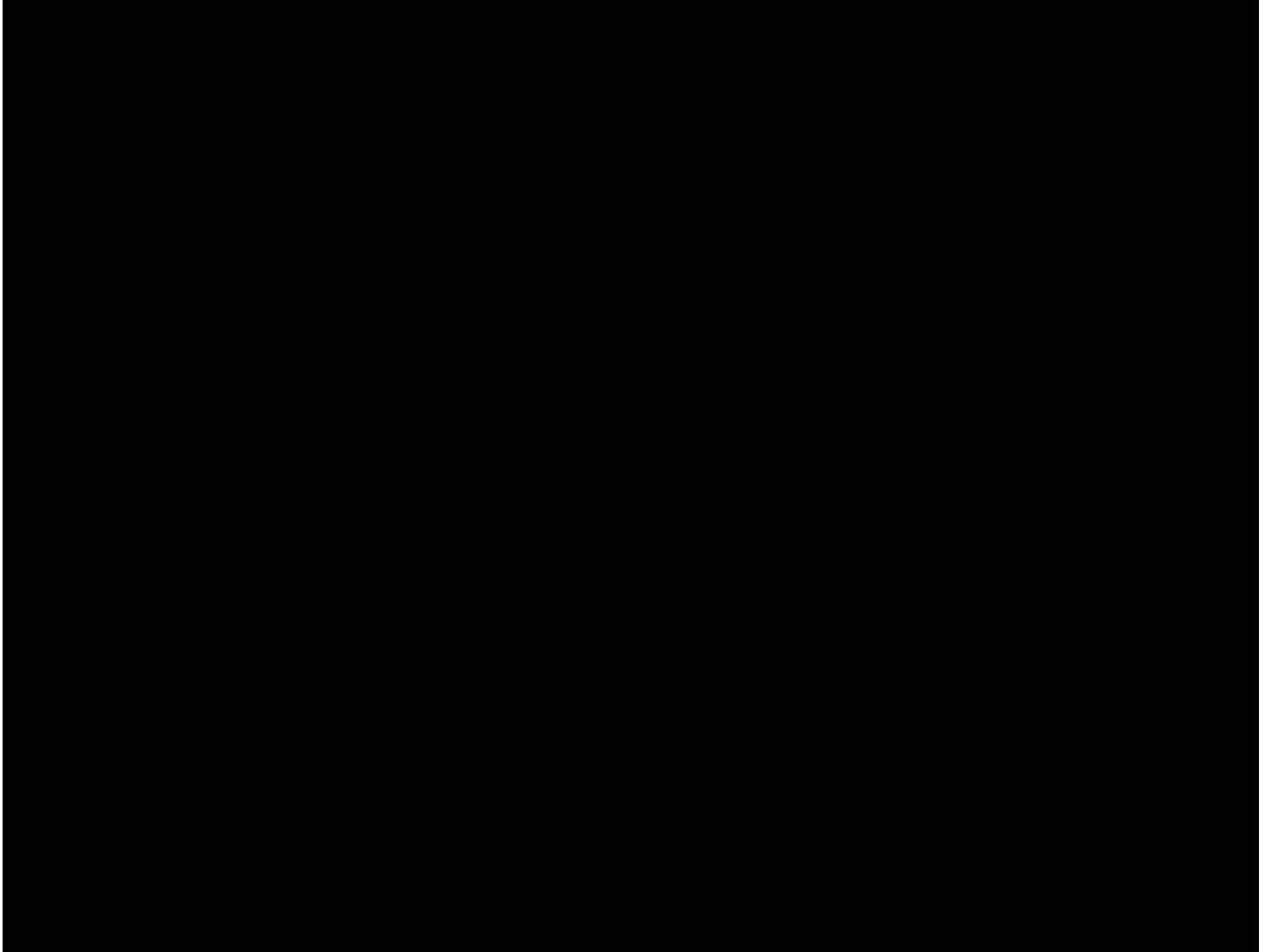
**Audible Fire Alarm**

**Audible Fire Alarm with voice over instruction**

**NCC website:** [Nashua Community College – Soar Into Your Future \(nashuacc.edu\)](http://NashuaCommunityCollege-SoarIntoYourFuture.nashuacc.edu) (Campus News) Local area radio and television stations and print media.



**Nashua Community College: Selected Offenses and Arrests**



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For definitions of above crimes, and other related information please visit the Security On Campus, Inc. Web Site at <https://clerycenter.org/>



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

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

“Abuse” means the commission or attempted commission of Assault, Criminal Threatening, Sexual Assault, Interference with Custody, Destruction of Property, Unauthorized Entry and/or Harassment by a family or household member or current or former sexual or intimate partner and where such conduct constitutes a credible threat to the victim’s safety.

violations of state and local laws relating to the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs. The relevant substances include opium or cocaine and their derivatives (morphine, heroin, codeine); marijuana; synthetic narcotics (Demerol, methadone's) and dangerous non-narcotic drugs (barbiturates, Benzedrine).

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

larceny-theft, simple assault, intimidation, and destruction/damage/vandalism of property ( ).

The violation of laws or ordinance prohibiting: the manufacture, sale, transporting, furnishing, possessing of intoxicating liquor; maintaining unlawful drinking places; bootlegging; operating a still; furnishing liquor to minor or intemperate person; using a vehicle for illegal transportation of liquor; drinking on a train or public conveyance; all attempts to



