



Quincy College

2012 Annual Security Report

Crimes Reported 1/1/2011 through 12/31/2011

Quincy and Plymouth Campuses

Introduction

Pursuant to the federal Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act ("Clery Act"), the Quincy College, Quincy and Plymouth campuses, are required to annually compile and publish an Annual Security Report. This report contains definitions of reportable Clery Act offenses, required policy statements pertaining to campus security and safety, and statistics for reportable Clery Act crimes for the past three calendar years (2009, 2010, and 2011).

Quincy College does not own or control any student housing, and is therefore exempt from keeping a fire log or submitting a fire safety report. Quincy College is also exempt from having a policy in place for campus notification of missing persons, which is only required for those institutions that provide campus housing. In addition, 2011 is the first calendar year in which Quincy College had control of any non-campus property, which took the form of rented space for student athletic practice.

Reportable Crimes under the Clery Act – Definitions

Murder and Non-negligent Manslaughter: the willful (non-negligent) killing of one human being by another.

Negligent Manslaughter: the killing of another person through gross negligence [*Gross negligence* is defined as the intentional failure to perform a manifest duty in reckless disregard of the consequences as affecting the life or property of another].

Sex Offenses – Forcible: any sexual act directed against another person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent. Includes Forcible Rape, Forcible Sodomy, Sexual Assault with an Object, and Forcible Fondling.

Sex Offenses – Non-forcible: unlawful, non-forcible sexual intercourse. Includes Incest and Statutory Rape.

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

Aggravated Assault – an unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by means likely to produce death or great bodily harm.

Burglary – the unlawful entry of a structure to commit a felony or a theft.

Motor Vehicle Theft – the theft or attempted theft of a motor vehicle.

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

Hate Crime – a criminal offense committed against a person or property which is motivated, in whole or in part, by the offender's bias. [*Bias* is a preformed negative opinion or attitude toward a group of persons based on their race, gender, religion, disability, sexual orientation or ethnicity/national origin.] Includes the following definitions:

Race – a preformed negative attitude toward a group of persons who possess common physical characteristics (e.g., color of skin, eyes, and/or hair; facial features, etc.) genetically transmitted by descent and heredity, which distinguish them as a distinct division of humankind (e.g., Asians, blacks, whites).

Gender – A preformed negative opinion or attitude toward a group of persons because those persons are male or female.

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 (e.g., Catholics, Jews, Protestants, atheists).

Sexual Orientation – A preformed negative opinion or attitude toward a group of persons based on their sexual attraction toward, and responsiveness to, members of their own sex or members of the opposite sex (e.g., gays, lesbians, heterosexuals).

Ethnicity/national origin – A preformed negative opinion or attitude toward a group of persons of the same race or national origin who share common or similar traits, languages, customs and traditions (e.g., Arabs, Hispanics).

Disability – A preformed negative opinion or attitude toward a group of persons based on their physical or mental impairments/challenges, whether such disability is temporary or permanent, congenital or acquired by heredity, accident, injury, advanced age or illness.

Larceny-Theft – the unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another. (*Larceny* and *theft* mean the same thing in the UCR). [*Constructive possession* is the condition in which a person does not have physical custody or possession, but is in a position to exercise dominion or control over a thing.] Only reportable if there is evidence of a hate crime.

Simple Assault - an unlawful physical attack by one person upon another where neither the offender displays a weapon, nor the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration, or loss of consciousness. Only reportable if there is evidence of a hate crime.

Intimidation – to unlawfully place another person in reasonable fear of bodily harm through the use of threatening words and/or other conduct, but without displaying a weapon or subjecting the victim to actual physical attack. Only reportable if there is evidence of a hate crime.

Destruction/Damage/Vandalism of Property – to willfully or maliciously destroy, damage, deface, or otherwise injure real or personal property without the consent of the owner or the person having custody or control of it. Only reportable if there is evidence of a hate crime.

Arrests and Disciplinary Referrals for Violation of Weapons, Drug and Liquor Laws – report number of arrests and number of persons referred for disciplinary action

Arrest – persons processed by arrest, citation or summons

Referred for Disciplinary Action – the referral of any person to any official who initiates a disciplinary action of which a record is kept and which may result in the imposition of a sanction.

Weapons Violation – the violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, concealment, or use of firearms, cutting instruments, explosives, incendiary devices or other deadly weapons. This classification encompasses weapons offenses that are regulatory in nature.

Drug Abuse Violations – the violation of laws prohibiting the production, distribution and/or use of certain controlled substances and the equipment or devices utilized in their preparation and/or use. The unlawful cultivation, manufacture, distribution, sale, purchase, use, possession, transportation or importation of any controlled drug or narcotic substance. Arrests for violations of state and local laws, specifically those relating to the unlawful possession, sale, use, growing, manufacturing and making of narcotic drugs.

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

Policies and Procedures

Timely Warning (Policy 11.01)

In the event that a situation arises either on or off campus that, in the judgment of the President of the College or Chief of Police in Quincy or Plymouth, constitutes an ongoing or continuing threat, a campus wide 'timely warning' will be issued. The warning will be issued through the College email system to faculty and staff and to students through our website, text messages, and closed circuit TV's.

Depending on the particular circumstances of the crime, especially in all situations that could pose an immediate threat to the College community and individuals, the Office of the Campus Services and the Strategic Marketing & Brand Management Department will post a notice on the www.quincycollege.edu website. Anyone with information warranting a timely warning should report the circumstances to the Campus Services by phone (617-984-1760) and / or the local police department at 911.

Reporting the Annual Disclosure of Crime Statistics (Policy 11.02)

Campus Services prepares the annual disclosure of Crime Statistics to comply with Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act. The full text of this report is available on our website at <http://quincycollege.edu>. This report is prepared in cooperation with local police in Quincy and Plymouth. Quincy College is a department of the City of Quincy and does not maintain a separate police force. We have no residence halls.

Each year in the fall, a letter is sent to all students advising them of the availability of the Crime Statistic Report on the website. The college will also send notifications to all staff and faculty about the availability of this report on the website with their October paycheck. Copies of this report may also be obtained from the Office of Campus Services or by calling 617-984-1760. All prospective employees will be informed on our job postings that the crime report is available on our website or from Human Resources by calling 617-984-1768. Prospective students will be informed on our Application Form that the crime report is available on our website or from Campus Services.

Campus Services which oversees campus security maintains and reports statistics concerning the occurrence of the following criminal offenses that have been reported to campus authorities or local police during the most recent calendar year as well as the two preceding calendar years:

- a. Murder
- b. Rape

- c. Robbery
- d. Aggravated assault
- e. Burglary
- f. Motor vehicle theft
- g. Harassment

Campus security also maintains and reports statistics concerning the occurrence on campus of any arrests during the most recent calendar year for the following crimes:

- a. Liquor law violations
- b. Drug abuse violations
- c. Weapons violations

The Resource Officers from Campus Services work closely with the Quincy Police Department. It is college policy to report all serious crimes to the Quincy Police Department and to cooperate fully in the prosecution of those involved regardless of their status on campus.

Reporting of Criminal Offenses (Policy 11.03)

For all non-emergencies, please contact the Director of Campus Services & Facilities, Bill Hall, at 617-984 -1760. Dial 911 for emergencies only by using phones in any administrative office. Any suspicious activity in and around campus should be reported by calling the above number or you may also report a crime to the following:

Vice President Pushap R. Kapoor	Presidents Place	617-984-1775
Vice President Anna B. Williams	Presidents Place	617-984-1626
Associate Vice President Paula Smith	Presidents Place	617-984-1654
Dean Mary Burke	Plymouth campus	617-984-1708
Dean Laura E. Corina	Saville Hall	617-984-1713
Dean Roxanne Mihal	Presidents Place	617-984-1695
Dean Henry Rubin	Presidents Place	617-984-1688
Dean Sandra L. Smales	Presidents Place	617-984-1642

For all off campus crimes, please report to local police.

Voluntary Confidential Reporting Procedures

If you are the victim of a crime and do not want to pursue action within the College or the criminal justice system, you may want to consider making a confidential report. With your permission, the Director Campus Services & Facilities 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 campus community to potential danger. Reports filed in this manner are counted and disclosed in the annual crime statistics for the institution.

Limited Voluntary Confidential Reporting

As a department of the City of Quincy, Quincy College has no written policy about Limited Voluntary Confidential Reporting. Instead those procedures are the purview of the police department.

Access to Campus Facilities (Policy 11.04)

All campus buildings in Quincy and Plymouth are accessible to the campus community, guests and visitors during normal business hours, Monday through Friday. During non-business hours access to all College facilities is by key and alarm codes (issued to Executive Staff).

Students are required to carry their Quincy College Identification card at all times while on campus. Students must produce their ID cards when so asked by a college official. No solicitation is allowed on campus. Buildings are opened at least 45 minutes before the start of the first class of the day and are locked not more than 45 minutes after the last class of the day.

Science laboratories, computer laboratories, libraries, and supply rooms are locked at all times when not in use and are not open to students unless there is a teacher, supervising staff member, or lab monitor present.

Vehicles are ticketed or towed as per the parking policy. Visitors may park in designated spaces.

Quincy College has no residence halls.

Law Enforcement Authority and Interagency Relationships (Policy 11.05)

Quincy College is a department of the City of Quincy and has no police officers with full arrest powers on campus. In case of an emergency, the emergency number 911 is called.

Information is exchanged and Campus Services is in close contact with the local police.

The Quincy College Campus Services office has the authority to ask persons for identification and to determine whether individuals have lawful business at Quincy College. Resource Officers have the authority to issue parking tickets, which are deposited with the City's Treasurer's office. Criminal incidents are referred to local police. All crime victims and witnesses are strongly encouraged to immediately report the crime to College officials or directly to police. Prompt reporting will assure timely warning notices on-campus and timely disclosure of crime statistics.

Procedures for Reporting a Crime or Emergency (Policy 11.06)

Students, faculty, staff and guests are encouraged to report all crimes and public safety related incidents by filing an incident report or by calling 617-984-1760. In case of an emergency, please call 911 directly.

All incident reports are forwarded to respective heads of departments for resolution. If assistance is required from the police or fire department, Campus Services will contact the appropriate unit. If a sexual assault or rape should occur, staff on the scene, including Life Counselors, will offer the victim a variety of services including 24 hour hotlines.

The Life Balance Coaching Office has information about resources and the information is made available in the event students become the victim of a crime.

All crimes should be reported to ensure inclusion in the annual crime statistics and to aid in providing timely warning notices to the community.

All reports will be investigated. As a department of the City of Quincy, the College does not have procedures for voluntary, confidential reporting of crime statistics. Violation of the law will be referred to law enforcement agencies and when appropriate, to the College Disciplinary Committee for review. When a potentially dangerous threat to the College community arises, timely warnings will be issued through e-mail announcements, notices posted on our website, closed circuit TV, text messages, in-class announcements, or other appropriate means.

Drug-Free, Alcohol-Free Campus Policy (Policy 11.07)

Quincy College views alcohol and substance abuse as a serious problem. In compliance with the Drug Free Workplace Act, the College sends a letter/e-mail to all students/staff each fall, informing them that the policy (Policy 3.04) is in place and is available on our website www.quincycollege.edu, in our college catalog and in our employee handbook.

The use of illegal substances and all drinking at the College is prohibited.

Quincy College strongly encourages all members of the College community to take an active role in reporting crime and any safety problem immediately.

Security Awareness and Crime Prevention Programs (Policy 11.08)

Right now, Quincy College is capable of releasing information to the College community through broadcast e-mails, two way radios, closed circuit TV's, and text messages. Each building is under surveillance through closed circuit cameras whose tapes can be reviewed in case of an incident.

Life Counselors conduct several alcohol awareness programs throughout the school year with the help of local police. Programs are based on state law, the consequences of violating the laws, how the college and police will respond to any violation and how problems can be avoided.

Quincy College presents programs and events to promote awareness of drug and alcohol abuse and its consequences. The College also provides screening and makes referrals for students dealing with drug and alcohol issues through its life coaches office.

During orientations in fall and spring, students are informed of the services offered by Quincy College. Slide presentations will outline ways to maintain personal safety. They will also be informed about the crime statistics on campus and areas surrounding the campus.

At least twice during the academic year, the Director of Student Development, in cooperation with life counselors and Campus Services, will present crime prevention awareness sessions on sexual assault, drug abuse, theft, and vandalism, as well as educational sessions on personal safety.

A common theme of all awareness and crime prevention programs will be to encourage students and employees to be aware of their responsibility for their own security and the security of the others.

In addition to the above mentioned sessions, information will be disseminated to students and employees through crime prevention awareness packages, security alert posters and articles in the College newspaper.

Maintenance and Security of Campus Facilities (Policy 11.09)

Quincy College is strongly committed to maintain safety on campus. Each building has both exterior and interior cameras that record activities in the area on a continual basis. Each building and parking area also have safe levels of exterior lighting. Our parking lots at Presidents Place, our Plymouth campus, and on the first floor level of Saville Hall, as well as pedestrian walkways have exterior lights. Exterior lighting on rental buildings in Quincy and Plymouth are well positioned to provide adequate illumination. Campus Services and custodians regularly survey and maintain existing lights. Both during the day and at night the Quincy campus has resource officers who patrol our grounds. In Plymouth, Quincy College resource officers patrol the campus as well as receive supplemental support from the landlord for our campus, who provides security throughout the evenings. Members of the College community are encouraged to report any deficiencies to Campus Services by calling 617-984-1760.

Resource officers and custodians regularly check the security of doors. Exterior doors are locked, alarmed, and secured each evening.

Sexual Assault Information (Policy 11.10)

Each year Quincy College presents the Domestic Violence Forum, an educational program developed in collaboration with EMERGE of Cambridge, DOVE of Quincy, the Quincy Police Department, the Weymouth Police Department, Norfolk County Sheriff's Office and Jane Doe, Inc. of Boston that promotes awareness of rape, acquaintance rape, domestic violence, and other types of sexual assault. Students, staff, and the public are encouraged to attend each year. Quincy College is also represented on the Hingham and Plymouth Area Roundtables on Domestic Violence and Sexual Assault.

Quincy College provides no housing for students, but our licensed counselors are always available by request to help students or staff access resources should a sexual assault occur on or off campus.

Quincy College has in place a Sexual Harassment Policy and Harassment Free Workplace Policy (Policy 3.03) that defines the policy, and details the procedure and the investigative process. It is available on our website www.quincycollege.edu, in our college catalog, and in our employee handbook.

As a department of the city, Quincy College maintains the policy that victims of a sexual assault of any kind should contact the Quincy Police Department.

Quincy College is committed to provide help to any student, faculty, or staff member through both on and off-campus resources if requested.

Quincy College will also change the victim's academic situation if such is requested.

Crime Statistics (2009, 2010, and 2011) – Quincy Campus

Offenses	Location	2011	2010	2009
Murder/Non-Negligent Manslaughter	On Campus	0	0	0
	Public Property	0	0	0
	Non-campus Buildings	0	N/A	N/A
Negligent Manslaughter	On Campus	0	0	0
	Public Property	0	0	0
	Non-campus Buildings	0	N/A	N/A
Sex Offenses, Forcible	On Campus	0	0	0
	Public Property	0	0	0
	Non-campus Buildings	0	N/A	N/A
Sex Offenses, Non-Forcible	On Campus	0	0	0
	Public Property	0	0	0
	Non-campus Buildings	0	N/A	N/A
Robbery	On Campus	0	0	0
	Public Property	0	0	0
	Non-campus Buildings	0	N/A	N/A
Aggravated Assault	On Campus	0	0	0
	Public Property	0	0	0
	Non-campus Buildings	0	N/A	N/A
Burglary	On Campus	0	0	0
	Public Property	0	0	0
	Non-campus Buildings	0	N/A	N/A
Motor Vehicle Theft	On Campus	0	0	0
	Public Property	0	0	0
	Non-campus Buildings	0	N/A	N/A
Arson	On Campus	0	0	0
	Public Property	0	0	0
	Non-campus Buildings	0	N/A	N/A
Arrests: Liquor Law Violations	On Campus	0	0	0
	Public Property	0	0	0
	Non-campus Buildings	0	N/A	N/A
Arrests: Drug Abuse Violations	On Campus	0	0	0
	Public Property	0	0	0
	Non-campus Buildings	0	N/A	N/A
Arrests: Illegal Weapons: Carrying, Possessing, Etc.	On Campus	0	0	0
	Public Property	0	0	0
	Non-campus Buildings	0	N/A	N/A
Disciplinary Referral: Liquor Law Violations	On Campus	0	0	0
	Public Property	0	0	0
	Non-campus Buildings	0	N/A	N/A
Disciplinary Referral: Drug Abuse Violations	On Campus	0	0	0
	Public Property	0	0	0
	Non-campus Buildings	0	N/A	N/A
Disciplinary Referral: Illegal Weapons: Carrying, Possessing, Etc.	On Campus	0	0	0
	Public Property	0	0	0
	Non-campus Buildings	0	N/A	N/A

Crime Statistics (2009, 2010, and 2011) – Quincy Campus, cont.

Hate Crimes	Year	Race	Gender	Religion	Sexual Orientation	Ethnicity/ Natl. Origin	Disability
Murder/Non-negligent manslaughter	2011	0	0	0	0	0	0
	2010	0	0	0	0	0	0
	2009	0	0	0	0	0	0
Sex Offenses, Forcible	2011	0	0	0	0	0	0
	2010	0	0	0	0	0	0
	2009	0	0	0	0	0	0
Sex Offenses, Non-Forcible	2011	0	0	0	0	0	0
	2010	0	0	0	0	0	0
	2009	0	0	0	0	0	0
Robbery	2011	0	0	0	0	0	0
	2010	0	0	0	0	0	0
	2009	0	0	0	0	0	0
Aggravated Assault	2011	0	0	0	0	0	0
	2010	0	0	0	0	0	0
	2009	0	0	0	0	0	0
Burglary	2011	0	0	0	0	0	0
	2010	0	0	0	0	0	0
	2009	0	0	0	0	0	0
Motor Vehicle Theft	2011	0	0	0	0	0	0
	2010	0	0	0	0	0	0
	2009	0	0	0	0	0	0
Arson	2011	0	0	0	0	0	0
	2010	0	0	0	0	0	0
	2009	0	0	0	0	0	0
Larceny-theft	2011	0	0	0	0	0	0
	2010	0	0	0	0	0	0
	2009	0	0	0	0	0	0
Simple assault	2011	0	0	0	0	0	0
	2010	0	0	0	0	0	0
	2009	0	0	0	0	0	0
Intimidation	2011	0	0	0	0	0	0
	2010	0	0	0	0	0	0
	2009	0	0	0	0	0	0
Destruction/damage/ vandalism of property	2011	0	0	0	0	0	0
	2010	0	0	0	0	0	0
	2009	0	0	0	0	0	0

Crime Statistics (2009, 2010, and 2011) – Plymouth Campus

Offenses	Location	2011	2010	2009
Murder/Non-Negligent Manslaughter	On Campus	0	0	0
	Public Property	0	0	0
	Non-campus Buildings	N/A	N/A	N/A
Negligent Manslaughter	On Campus	0	0	0
	Public Property	0	0	0
	Non-campus Buildings	N/A	N/A	N/A
Sex Offenses, Forcible	On Campus	1	0	0
	Public Property	0	0	0
	Non-campus Buildings	N/A	N/A	N/A
Sex Offenses, Non-Forcible	On Campus	0	0	0
	Public Property	0	0	0
	Non-campus Buildings	N/A	N/A	N/A
Robbery	On Campus	0	0	0
	Public Property	0	0	0
	Non-campus Buildings	N/A	N/A	N/A
Aggravated Assault	On Campus	0	0	0
	Public Property	0	0	0
	Non-campus Buildings	N/A	N/A	N/A
Burglary	On Campus	0	0	0
	Public Property	0	0	0
	Non-campus Buildings	N/A	N/A	N/A
Motor Vehicle Theft	On Campus	0	0	0
	Public Property	0	0	0
	Non-campus Buildings	N/A	N/A	N/A
Arson	On Campus	0	0	0
	Public Property	0	0	0
	Non-campus Buildings	N/A	N/A	N/A
Arrests: Liquor Law Violations	On Campus	0	0	0
	Public Property	0	0	0
	Non-campus Buildings	N/A	N/A	N/A
Arrests: Drug Abuse Violations	On Campus	0	0	0
	Public Property	0	0	0
	Non-campus Buildings	N/A	N/A	N/A
Arrests: Illegal Weapons: Carrying, Possessing, Etc.	On Campus	0	0	0
	Public Property	0	0	0
	Non-campus Buildings	N/A	N/A	N/A
Disciplinary Referral: Liquor Law Violations	On Campus	0	0	0
	Public Property	0	0	0
	Non-campus Buildings	N/A	N/A	N/A
Disciplinary Referral: Drug Abuse Violations	On Campus	0	0	0
	Public Property	0	0	0
	Non-campus Buildings	N/A	N/A	N/A
Disciplinary Referral: Illegal Weapons: Carrying, Possessing, Etc.	On Campus	0	0	0
	Public Property	0	0	0
	Non-campus Buildings	N/A	N/A	N/A

Crime Statistics (2009, 2010, and 2011) – Plymouth Campus, cont.

Hate Crimes	Year	Race	Gender	Religion	Sexual Orientation	Ethnicity/ Natl. Origin	Disability
Murder/Non-negligent manslaughter	2011	0	0	0	0	0	0
	2010	0	0	0	0	0	0
	2009	0	0	0	0	0	0
Sex Offenses, Forcible	2011	0	0	0	0	0	0
	2010	0	0	0	0	0	0
	2009	0	0	0	0	0	0
Sex Offenses, Non-Forcible	2011	0	0	0	0	0	0
	2010	0	0	0	0	0	0
	2009	0	0	0	0	0	0
Robbery	2011	0	0	0	0	0	0
	2010	0	0	0	0	0	0
	2009	0	0	0	0	0	0
Aggravated Assault	2011	0	0	0	0	0	0
	2010	0	0	0	0	0	0
	2009	0	0	0	0	0	0
Burglary	2011	0	0	0	0	0	0
	2010	0	0	0	0	0	0
	2009	0	0	0	0	0	0
Motor Vehicle Theft	2011	0	0	0	0	0	0
	2010	0	0	0	0	0	0
	2009	0	0	0	0	0	0
Arson	2011	0	0	0	0	0	0
	2010	0	0	0	0	0	0
	2009	0	0	0	0	0	0
Larceny-theft	2011	0	0	0	0	0	0
	2010	0	0	0	0	0	0
	2009	0	0	0	0	0	0
Simple assault	2011	0	0	0	0	0	0
	2010	0	0	0	0	0	0
	2009	0	0	0	0	0	0
Intimidation	2011	0	0	0	0	0	0
	2010	0	0	0	0	0	0
	2009	0	0	0	0	0	0
Destruction/damage/ vandalism of property	2011	0	0	0	0	0	0
	2010	0	0	0	0	0	0
	2009	0	0	0	0	0	0