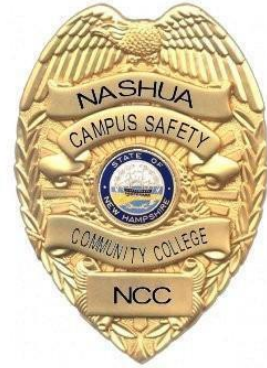




Nashua
Community
College



Annual Security Report 2021

Prepared in Compliance with Clery Act / 34 CFR 668.46

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Kyle Metcalf Director of Campus Safety

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Prepared: Shelby Hall Assistant Director of Campus Safety

Contents:

<u>Section 1: Campus Safety and Security.....</u>	<u>3</u>
<u>Section 2: Safety/Services Provided.....</u>	<u>4</u>
<u>Section 3: Reporting Crimes/Emergencies/Campus Security Authority....</u>	<u>5</u>
Section 4: Preventing Crimes	8
Section 5: Sexual Misconduct Policy... ..	8
<u>Section 6: Drug and Alcohol Abusive Prevention Information... ..</u>	<u>17</u>
<u>Section 7: Timely Warnings</u>	<u>27</u>
Section 8: Emergency Notifications... ..	29
Section 9: Testing Emergency Response and Evacuation Procedures.....	30
Section 10: Availability of Annual Security Report	30
Section 11: Campus Sex Crime Prevention Act	30
<u>Section 12: NCC Crime Statistics... ..</u>	<u>31</u>
<u>Section 13: Crime Reporting Classifications and Definitions.....</u>	<u>39</u>

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. The gathered statistical data for reported crimes is provided by Nashua PD.

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; [2021-2022-NCC-Student-Handbook](https://www.nashuacc.edu/2021-2022-NCC-Student-Handbook) ([nashuacc.edu](https://www.nashuacc.edu))

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. Entrances to residential halls not applicable as there is no on-campus housing.

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 [Safety & Security – Nashua Community College \(nashuacc.edu\)](http://www.nashuacc.edu/safety). 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 calendar and newsletter as well as a weekly newsletter called NCC 505 Review for faculty and staff. The Safety Department publishes articles that provide updated information on issues of safety and security for both publications.

Digital Information Displays: Display monitors are located at high traffic areas around the NCC campus. The monitors display updated information regarding the activities occurring on campus as well as helpful campus tips.

Emergency Telephones: NCC has yellow Emergency Call Boxes located next to the elevators. Additional red emergency phones are located at various locations in the campus building hallways. Both styles of phone connect to the State of New Hampshire 911 system.⁵ Emergency Blue Phones are available outside throughout the campus. If you need assistance of any kind, simply push the red button and the call will be initiated. You will be connected with a 911 dispatcher, disclose them of your issue and location. *The Campus Safety department must be notified after a 911 call has been completed.*

Escort Service: The Campus Safety Department extends walking escorts to students, faculty and staff to and from any destinations on campus. This service is free and offered during school hours by contacting the Campus Safety Office.

New Student Orientations: The Office of Campus Safety will provide a brief informational presentation at all new student orientation sessions. The presentation will include information on student ids, vehicle registration, proper parking areas, and services and safety awareness. This will also include brief safety tips that the Campus Safety Department such as See Something, Say Something, Evacuation protocols, and where to access help on campus.

Safety Updates: Updated information on safety issues are posted on bulletin boards located throughout the campus including contact information for the campus safety office and the current CSA contact information.

Video Monitoring System: Nashua Community College has approximately 100 surveillance cameras located throughout the college on both the interior and exterior of the campus building. Which utilizes a high quality video surveillance system, which monitors campus activities 24 hours a day. Information is stored digitally for a period in order to allow review of any incident occurring inside or outside of the campus buildings. The Campus Safety Office manages the system. A policy is created in place for those operating the system to ensure proper useage.

Section 3: Reporting Crimes/Emergencies/Campus Security Authority

The Campus Safety Office is located in Room 124. Please contact the office for any emergency, safety issues or to report a crime that occurred on campus, or on property controlled by the college. Crimes can also be reported to any Campus Safety Authority, or CSA located on campus. The Campus Safety Department encourages prompt and accurate reporting of all criminal matters.

In the case of any immediate or life-threatening emergency, call 911.

- Dial 9-1-1 to contact Emergency Services directly.
- Push the button on any Yellow Boxes on campus to dial 911.
- Dial 9-1-1 from red emergency telephone on campus.
- Push the button on any Blue Emergency Phones on campus to dial 911.
- Go to any office on campus and ask them to contact 911.

Campus Safety Office

- Daytime Emergency # (603) 921-1089.
- Evening Emergency # (603) 897-9988.
- Dial (603) 578-8900 ext. 1767 to report non-emergencies.

Crime Reporting Methods

- Contact a Campus Safety Officer.
- Contact a CSA to complete an incident report form.
- Access the Campus Safety website and fill out the incident report form:
<http://www.nashuacc.edu/about/campus-safety-and-security/incident-report-form>
- The incident form can be done anonymously.

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 report can be filed in person at the Campus Safety office room 124 or by phone (603) 921-1089. 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. Nashua Community College has a strong working relationship with Nashua PD, reports filed to the PD will be submitted and added to the yearly ASR each year.

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. [The Official Website of the Nashua New Hampshire Police Department - Nashua, NH \(nashuapd.com\)](http://www.nashuapd.com) When a victim of a crime elects or is unable to make such report, support services through Campus Safety can be given.

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 Authority's 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's) are notified yearly, in writing of the requirements of the position. CSA's are 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. Reporting to a CSA is non confidential as the need for information by Campus Safety is needed on the preponderance of Clery reporting.

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://www.nashuacc.edu)

Listing of Campus Security Authorities by Title

Office of Campus Safety and Security

(603) 578-9000 ext. 1767

Vice President of Student and Community

Affairs (603) 578-8900 ext. 1528

Professor and Chairperson, Business & Technology Department

(603) 578-8900 ext. 1757

Professor, Social, Educational and Behavioral Sciences Department

(603) 578-8900 ext. 1641

Running Start Coordinator

(603) 578-8900 ext. 1449

Wellness Center Director

(603) 578-8900 ext. 1599

Professor and Chair, World Languages ESOL

(603) 578-8900 ext. 1678

Student Life Director

(603) 578-8900 ext. 1580

Disabilities Coordinator

(603) 578-8900 ext. 1451

CSA's have the duty and responsibility to report a crime to the Campus Safety Director if need be follow up to local agencies such as Nashua PD, or local State Police Headquarters in Bedford NH. Victim has individual right to report crime to law enforcement agencies, CSA's have the right to report to law enforcement if victim chooses to disclose.

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 to their vehicle. Also, consider using the “buddy system” to walk to the 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. See Something Say Something bulletin is posted outside the Campus Safety office in room 124 that includes information on where to report and how to make a report.

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. Bystanders have the option to contact Campus Safety at (603) 921-1089 or 911 if emergent. 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. When a report is filed to Campus Safety, if a disciplinary action is required, this report will be filed with the Vice President of Student and Community Affairs for a proper process.

The Campus Safety Department does yearly trainings/ monthly trainings that Faculty/ Staff Employees can attend. The trainings are posted on the weekly 505 Newsletter that is produced through email. The Campus Safety Director and Assistant Director provide training on Run, Hide and Fight in the event of an active shooter. We also have evacuation maps easily located in the Campus Safety office and Screening Station.

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 stalking are prohibited.

Definitions and Terms

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

Dating Violence: Dating Violence is violence by a person who has been in a romantic or intimate relationship with the victim. Whether there was, such a relationship will be gauged by its length, type, and frequency of interaction.

Sexual Assault: Unwanted or unwelcome touching of a sexual nature, including hugging, kissing, fondling, oral sex, anal or vaginal intercourse, digital penetration, penetration with an object, or other sexual activity that occurs without Consent. Without limitation of the foregoing, Sexual Assault includes the conduct classified as forcible sex offenses (forcible rape, forcible sodomy, sexual assault with an object, and forcible fondling) and non-forcible sexual offenses (incest and statutory rape) under the uniform crime reporting system of the Federal Bureau of Investigation.

Stalking: Engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for his or her safety or the safety of others; or suffer substantial emotional distress.

Consent: Consent means clear, unambiguous, affirmative and voluntary agreement, expressed in mutually understandable words or actions, to engage in a particular activity. Either party at any point can withdraw consent.

Consent must be voluntarily given and is not valid if;

- 1) Obtained by physical force, coercion, or threat; or
- 2) The initiating party, acting as a reasonable person, would have known or reasonably should have known that the person was incapable of giving consent because of incapacitation, unconsciousness, or any circumstance rendering the person unaware that sexual activity is occurring or is about to occur.

Consent to engage in one sexual activity, or past agreement to engage in a particular sexual activity, cannot be presumed to constitute consent to engage in a different sexual activity or to engage again in a sexual activity.

Intoxication or being under the influence does not provide an excuse for not being held as a “reasonable person” under this policy. Consent while intoxicated or under the influence of alcohol or drugs is not possible.

Lack of physical resistance or lack of saying “no” is not indicative of whether consent was given.

Reporting Procedures and Victim Rights

If you are the Victim of a Sexual Assault: Go to a safe place, call a friend and/or a rape crisis center. The crisis center can provide you with immediate support and information. Preserving evidence in cases of sexual crimes is of the highest importance for any possible future investigative and prosecutorial purposes.

Do not wash, bathe, douche or change your clothing before going for help. It is important to receive medical attention for treating injuries sustained during an assault, testing for pregnancy and sexually transmitted diseases and collecting of evidence. If you suspect that you may have been given a rape drug, ask the hospital or clinic where you receive medical care to take a urine sample. Rape drugs, such as Rohypnol and GHB, are more likely to be detected in urine than in blood.

As a victim, you have the option of getting an examination for a sexual assault and having evidence gathered at a hospital at no cost to you. Preserving evidence is crucial if protective orders are sought after. This include offenses such as domestic violence, dating violence, and or stalking. Information on where to report will be given written to victim. This will ensure the victim will have documentation in the case of obtaining protective orders.

NH RSA 21-M: 8-c Victim of Alleged Sexual Offense. If a physician or a hospital provides any physical examination of a victim of an alleged sexual offense to gather information and evidence of the alleged crime, these services shall be provided without charge to the individual. Upon submission of appropriate documentation, the physician or hospital shall be reimbursed for the cost of such examination by the Department of Justice to the extent such costs are not the responsibility of a third party under a health insurance policy or similar third party obligation. The bill for the medical examination of a sexual assault victim shall not be sent or given to the victim or the family of the victim. The privacy of the victim shall be maintained to the extent possible during third party billings. Billing forms shall be subject to the same principles of confidentiality applicable to any other medical record under **RSA 151:13**. Where such forms are released for statistical or accounting services, all personal identifying information shall be deleted from the forms prior to release.

Sexual assault victims experience profound emotional trauma. Although victims react in different ways, common responses include feelings of shock and disbelief; intense fears about personal safety; preoccupation with recurrent intrusive thoughts about the assault; sleep disturbances; anxiety and impaired concentration; mood swings; depression; and feelings of anger, shame and self-blame. These reactions are called “post-traumatic stress disorder” or “Rape Trauma Syndrome”.

Victims of acquaintance rape often experience intense feelings of shame and self-blame. Many also feel betrayed because someone they initially trusted has violated them. Some victims lose confidence in their own judgment and find it hard to learn to trust again. The most prevalent form of rape on college campuses is acquaintance rape. The acquaintance may be a date or boyfriend of the victim, or someone the victim knows only casually from his/her class or through mutual

friends.

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 law enforcement authorities if the victim so chooses. The victim also has the right to decline notifying law enforcement authorities. NCC authorities from anyone that is not directly involved in the investigation and adjudication process will protect the identity of the reporting person/victim. The name of the reporting person/victim will not appear on any public log or educational record. Initiating a report does not obligate a student to file charges either with the college for code of conduct violations or with the relevant law enforcement agency.

The NCC student disciplinary process is completely separate from the criminal process. The Reporting Person has rights under Title IX that cannot be resolved under a criminal process, so the College has separate mechanisms for determining whether a Title IX violation has occurred. Those mechanisms operate independently from the criminal process and should not be delayed if there is a parallel criminal process.”

Title IX: Is a comprehensive federal law that prohibits discrimination based on sex in any federally funded education program or activity.

A campus alert may be issued in cases in which the incident presents a clear danger to the campus community. Any and all actions taken, including the possible release of a warning to the community, will be designed to protect the reporting individual's identity.

Victim Rights: The purpose of the adjudication process is to create a non-discriminatory educational environment, which the College is compelled to do both by moral reasons and to continue receiving federal funds under Title IX statute.

Every complainant has the right to present his or her case. This includes the right to adequate, reliable, and impartial investigation of complaints, the right to have an equal opportunity to present witnesses and other evidence, and the right to the same appeal processes, for both parties. These cases can be filed through the Campus Safety office at (603) 921-0189. This includes all reports of dating violence, domestic abuse, sexual assault and or stalking. The Campus Safety will do a preliminary fact finding of the case and turn it over the Vice President of Student and Community Affairs if need be in which the process will be documented. NCC determines each complaints and the severity of the complaint will find the appropriate office.

Every complainant has the right to be notified of the time frame within which:

- (A) The school will conduct a full investigation of the complaint.
- (B) The parties will be notified of the outcome of the complaint.

(C) The parties may file an appeal, if applicable.

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. Each individual that receives a complaint is required to part take in trainings to be informed of the most recent procedures.

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, domestic violence, dating violence, sexual assault, and or stalking.

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.

New Hampshire Victims' Compensation Program: Patients who are victims of sexual assault may also be eligible to apply to the New Hampshire Victims' Compensation Program 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 compensation must be directly related to the victims' condition 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: NCC Authorities will provide a prompt, fair, and impartial investigation and resolution to complaints that are initiated.

Activities that are in violation of the Nashua Community College student code of conduct may be referred to the Nashua Community College Judicial Board and/or Nashua Community College's administration for adjudication. Investigations and hearings of complaints will be conducted in a manner that protects the safety of the victims and promotes accountability.

The Vice President of Student Affairs will oversee the adjudication of those disciplinary complaints and action primarily involving a student's continued participation in non-academic college activities. Note that there may be circumstances under which a student's inappropriate 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 simultaneously 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) To ensure the student's own physical or emotional safety and well-being.
- (C) To ensure the normal operations of the college.

Notification of the imposition of Interim Sanctions must be communicated to the Judicial Advisor as soon as is practical, as well as to the appropriate Vice President (if the Vice President did not originate the imposition of sanctions).

The Student Judicial Advisor has three (3) class days from the receipt of the appeal to make a decision on the validity of the appeal and to inform the student in writing.

Possible Outcomes and Protective Measures: Violations of the Sexual Assault, Domestic Violence, Dating Violence, and Stalking Policy may result in College suspension or dismissal. A criminal conviction in and of itself may lead to disciplinary action by the College. Behaviors, which are illegal and in violation of the Student Code of Conduct may be handled by both the courts and on campus, conduct system.

In the event of active civil protective orders being in place, NCC will make necessary reasonable adjustments to accommodate the student and will assist in maintaining the safety of the victim. Such measures could include setting up safe waiting areas, reasonable schedule changes, and campus escort. A copy of this matter will be given to Campus safety Director Kyle Metcalf and Assistant Director Shelby Hall.

Certain offenses, which may not be considered unlawful or are not pursued in criminal court for other reasons may still be regarded as violations of the Student Code of Conduct

Student Affairs Appeals: A student may appeal a disciplinary action by filing a written appeal with the Student Judicial Advisor within five (5) class days of being informed of the sanction being applied. The imposed sanction remains in effect during the appeal process. The written appeal should indicate the grounds for reversing the sanction.

Grounds for appeal include:

- (A) The original hearing/investigation was not conducted fairly and in conformity with prescribed procedures. (See the student handbook; “Student Affairs-Disciplinary Proceedings”).
- (B) New and relevant evidence, sufficient to alter the decision, has been revealed that was not brought out in the original hearing, because the person appealing at the time of the original hearing did not know such evidence and/or facts.

Whenever a staff member comes in contact with an individual voicing a complaint of rape or sexual assault, the following steps should be taken: Provide support for the victim.

The guidelines that follow are for providing emotional to a rape/sexual assault victim:

1. Support and listen carefully to the victim. Maintain confidentiality with victim.
2. Realize that the wide variety of behaviors displayed is not necessarily indicative of how the victim is dealing with the assault.
3. Avoid making decisions and doing “for” them. Place no blame for the assault.
4. Avoid pressuring the student pursuing any of the options presented to them. Offer to assist them in gaining access to the resources they need.
5. Provide information and guidance to the victim. The collection of evidence does not obligate the victim to prosecute.

If the student wishes to leave open the opportunity to prosecute, follow the procedures below:

Call Campus Safety, (603) 921-1089 who will initiate a report if requested by the victim and contact the appropriate agencies if requested.

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. All new employees and students are made aware of services in area. There is no student housing at Nashua Community College, therefore we offer virtual or online safety prevention awareness.

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 \(nashuacc.edu\)](https://www.nashuacc.edu/safety-security)

Bridges in Nashua [Bridges – Domestic & Sexual Violence Support \(bridgesnh.org\)](https://bridgesnh.org)

Whom You Should See On Campus

Anyone who is a victim of sexual assault should report the incident to one of the following people:

Director of Campus
Safety (603) 897-9988

Campus Safety Main
Number (603) 921-1089

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

Campus Security Authorities (as listed on page 7 of this report).

Care Team Reporting Link: [CARE Team – Nashua Community College \(nashuacc.edu\)](https://www.nashuacc.edu/care-team)

Resources:

NH State Law on Sexual Assault
<http://www.gencourt.state.nh.us/rsa/html/lxii/632-a/632-a-mrg.htm>

NCC Student Handbook
[2021-2022-NCC-Student-Handbook – Nashua Community College \(nashuacc.edu\)](https://www.nashuacc.edu/2021-2022-NCC-Student-Handbook)

Legal information for survivors of domestic violence and sexual assault.
www.bridgesnh.org

Referrals for victims of sexual assault and domestic violence:

Bridges: Domestic & Sexual Violence Support

33 East Pearl Street
Nashua, NH 03060

Nashua Office (603) 889-0858 (phone &
fax) Hours: 8:30 a.m. to 4:30 p.m. Mon-Fri

Closed Wed from 1:00 to 3:00 p.m.

1-800-277-5570 (crisis line)

603-883-3044 (crisis line)

603-672-9833 (Milford
office)

<http://www.bridgesnh.org/>

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.

Organizations or groups violating alcohol/substance policies or laws may be subject to sanctions by the College. In addition, CCSNH and its colleges have an interest in off-premise events held in their names. If alcohol is used illegally or inappropriately at such events, CCSNH or the college may take steps to protect its interests including, but not limited to, instituting disciplinary action against an employee or student.

Under unusual circumstances, such as when the college is hosting community-sponsored events or dinners for visiting dignitaries, the President may give permission to serve limited amounts of alcohol.

Requirements:

1. All students and guests must follow the Alcohol and Other Drug Policy at Nashua Community College. To support the policy and to minimize confusion in enforcement, no one under the age of 21 may consume alcoholic beverages or possess manufactured containers that hold or transport alcoholic on the public areas of campus or at Nashua Community College sponsored events or activities off-campus.
2. Drinking of alcoholic beverages is prohibited in the public areas of the campus at any time; this includes all facilities, functions open to the public, athletic events, academic or social field trips, streets and yards, roads and parking lots, and the hallways, lounges and other public places.
3. Alcoholic beverages will not be allowed in academic facilities during the regular academic day.
4. Sale of alcoholic beverages on campus is prohibited.
5. Excessive or irresponsible drinking and drunkenness will not be tolerated.

6. Violation of the rules concerning use of possession of intoxicating beverages as set forth (4) in paragraphs above will result in referral to a judicial hearing which may result in suspension or dismissal from the college
7. However, if requested, a waiver may be granted by the College President if and when all other arrangements are consistent with existing statutes and Board of Trustees Regulations.

Drugs and Narcotics: The use, possession, manufacturing, sale or distribution of non-prescribed drugs and narcotics, or other controlled substances or purported controlled substances including marijuana, except as expressly permitted by law is not allowed on campus and will result in suspension or dismissal from the College as well as possible criminal prosecution and fines. Any college student trafficking in drugs shall be subject to criminal and college action. The policy of the College will be to cooperate fully with law enforcement officials in the proper exercise of their duty. This policy is based on Federal and State of New Hampshire laws pertaining to the use of drugs.

Student Sanctions: Violations of the rules concerning use of alcohol and other drugs, as set forth in the Nashua Community College Alcohol and Other Drug Policy located in the Student Handbook, may result in referral to the civil authorities and/or sanctioning through the Nashua Community College judicial process. Individuals not enrolled at Nashua Community College who are found to be in violation of the college's policy will be placed on the Persona Non Grata list.

For a complete list of sanctions for violating the Nashua Community College Drug and Alcohol Policy, refer to the Student Handbook.

The College is concerned about substance abusers using tools and equipment, which can be harmful to the individuals as well as to others nearby. The College realizes that circumstances place individuals into situations that may lead to dependence upon drugs and/or alcohol.

Recognizing its responsibility to be concerned with the total wellbeing of its students, NCC provides referral service to those in need of counseling or medical support. Individuals are urged to seek assistance from a counselor and to secure the proper treatment they may need.

Nashua Community College follows local NH state and federal legislation for underage drinking, more information can be found at this link: [Underage Drinking State Profile: New Hampshire | APIS - Alcohol Policy Information System \(nih.gov\)](#)

If an underage student is caught with possession of alcohol, Nashua Community College Campus Safety Department will contact Nashua PD for assistance.

Referrals for Alcohol and Drug Abuse Treatment:

Alcohol Treatment Center

(24 Hour Help Line) 1-800-711-4357

Greater Nashua Council on Alcoholism

615 Amherst Street

Nashua, NH 03060

Phone: (603) 881-4848

Web Site: www.keystonehall.org

Residential

Phone: (603) 881-4848

Email: hope@keystonehall.org

Outpatient

Phone: (603) 943-7971

Email: hope@keystonehall.org

Healthy Steps Program *Drug Addiction Treatment*

10 Prospect Street

[Nashua, NH](#) 03060

Suite 102

1-888-852-5869

https://www.usnodrugs.com/New_Hampshire/Nashua-drug-rehab-treatment-centers-directory

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 of Federal benefits, including school loans, grants, scholarships, contracts, and licenses. Federal Drug Trafficking convictions may result in denial of Federal Benefits for up to five (5) years for a first conviction, Ten (10) years for a second conviction, and permanent denial of Federal benefits for a third conviction. Federal Drug convictions for possession may result in denial of Federal benefits for up to one (1) year for a first conviction and up to five (5) years for subsequent convictions.

Forfeiture of Personal Property and Real Estate 21 U.S.C. 853: Any person convicted of a Federal drug offense punishable by more than one (1) year in prison shall forfeit to the United States any personal or real property related to the violation, including houses, cars, and other personal belongings. A warrant of seizure is issued and property is seized at the time an individual is arrested on charges that may result in forfeiture.

Federal Drug Trafficking Penalties 21 U.S.C. 841: Penalties for Federal Drug Trafficking convictions vary according to the quantity of the controlled substance involved in the transaction. The list below is a sample of the range and severity of federal penalties imposed for first convictions.

Penalties for subsequent convictions are twice as severe.

If death or serious bodily injury results from the use of a controlled substance, which has been illegally distributed, the person convicted on federal charges of distributing the substance faces a mandatory life sentence and fines ranging up to eight (\$8) million dollars.

Persons convicted on Federal charges of drug trafficking within 1,000 feet of a University (**21 U.S.C. 845a**) face penalties of prison terms and fines which are twice as high as the regular penalties for the offense, with a mandatory prison sentence of at least one (1) year.

Federal Drug Possession Penalties: Persons convicted on Federal charges of possessing any controlled substance face penalties of up to 1 year in prison and a mandatory fine of no less than \$1,000 up to a maximum of \$100,000. Second convictions are punishable by not less than 15 days but not more than 2 years in prison and a minimum fine of \$2,500. Subsequent convictions are punishable by not less than 90 days but not more than 3 years in prison and a minimum fine of \$5,000.

New Hampshire State Laws

The legal drinking age in New Hampshire is 21.

If you are under 21, it is illegal to:

1. Have in your personal possession any alcoholic beverages.
2. Misrepresent your age for purpose of obtaining alcoholic beverages.
3. Drive in a car having alcoholic beverages except when accompanied by a parent, guardian, and spouse 21 years of age.
4. Be in an area where alcoholic beverages are served unless accompanied by person 21 years of age.
5. Be intoxicated by consumption of an alcoholic beverage (alcohol concentration of .02 or more is evidence of intoxication). Penalty: fine and/or time in jail.

It is illegal for anyone to:

1. Sell, give away or procure alcoholic beverage to a minor or individual who is intoxicated.
2. Charge for alcoholic beverages without a liquor license.
3. Manufacture, sell, possess or use a falsified ID.
4. To lend a driver's license to be used for unlawful purpose. Penalty: fine and/or jail sentences.

(DWI) Driving While Intoxicated and Driving under the Influence (DUI): You may be found guilty of DWI if you drive a vehicle while you have a 0.08% blood alcohol concentration if 21 years of age or 0.02% if under the age of 21.

Unlawful Possession: Any person under 21 years of age who has in their possession any alcoholic beverages is guilty of a violation and will be fined a minimum of \$250. Any second and/or subsequent offenses will be fined at least \$500. A penalty assessment fee of 17% will be added to the above fines.

If you are under the age of 21 and are found guilty of illegal possession of alcohol, you will be given a probationary driver's license until 21 years of age. Any subsequent alcohol violations will result in suspension of driver's license.

It is a violation for a minor not only to possess alcohol, but also to be intoxicated or have a BAC level of .02 or more (internal possession of alcohol). Penalty: fine and/or suspension of driver's license or privilege to drive.

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 under the influence may have constricted pupils, watery eyes and a “dazed” look.

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 anxiety. There is a danger of overdosing with depressants.

Effects: The user may experience some relaxation, calmness, drowsiness and even euphoria. In high levels, the user may experience confusion, disorientation and impaired motor coordination, including slurred speech and loss of balance.

Risks: Overdose may produce shallow breathing, clammy skin, weak and rapid pulse, coma and possible death. Risk of overdose is increased when the person combines depressant drugs (intentionally or accidentally).

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): These are drugs that alter a person's state of mind and mood. Some types produce hallucinations, causing the person to hear, see, and smell things that are not real. Dissociative drugs do not cause hallucinations, but can cause the person to feel disassociated with their body, or feel detached from his/her surroundings.

Effects: Users may experience illusions or hallucinations. They may become confused, experience panic, anxiety, depression, and poor perception of time and distance.

Risks: Users may experience respiratory failure or death due to careless or accidental behaviors.

Dissociative Drugs (Ketamine, PCP): Dissociative drugs can cause a person to feel disassociated from their body, or feel detached from their surroundings.

Effects: Users may experience feelings of detachment and distortions of space, time and body. They may become confused, experience panic, anxiety, depression, feelings of invulnerability or exaggerated strength.

Risks: Users can exhibit violent behavior, loss of coordination, severe muscle contractions, kidney damage, convulsions and possible death.

Predatory Drugs (Rohypnol, GHB): These drugs are considered predatory because of their sedative affects. They can leave an individual with no recollection of what happened. They are colorless and odorless and when mixed with soda, alcohol and other beverage become virtually undetectable. They metabolize quickly and can become difficult to detect in as little as 12 hours.

Effects: Causes distortion in perception, delirium and amnesia.

Risks: Incapacitates user and can cause coma, seizures, and amnesia. These drugs are linked with sexual assault.

Club Drugs (Ecstasy): Ecstasy comes in a tablet or capsule form. It is a synthetic drug that has stimulating and psychoactive properties similar to methamphetamine.

Effects: Can cause increased euphoria, energy and emotional warmth as well as distortion in time perception and tactile experiences. It can also cause nausea, chills, sweating and muscle cramps.

Risks: Users can experience impaired memory and learning, paranoia, psychotic behavior, hyperthermia, cardiac and liver toxicity, along with renal failure and death.

Cannabis (Marijuana, Hashish): These drugs are illegal though conversations for legalization or decriminalization occur throughout the country regularly.

Effects: Users may experience euphoria, relaxation and/or drowsiness and an increased appetite. Short- term effects may include impaired short-term memory, impaired concentration, and attention. Long- term effects may include addiction (both psychological and physical), anxiety and memory loss. Users also report lack of motivation or difficulty setting and reaching goals.

Risks: There is little risk of overdose however there is a risk of an increasing tolerance, which can lead to increased use. There are also medical complications such as increased risk of respiratory infections, emphysema, certain cancers, and fertility issues.

Steroids (Anabolic): Anabolic steroids are synthetic substances similar to the male sex hormone testosterone.

They are generally taken orally or injected. Steroids are often abused to build muscle or enhance performance.

Effects: Using steroids can cause liver damage, water retention, and high blood pressure for both men and women. Side effects for men include shrinking testicles, baldness, breast development and infertility. For women, side effects include facial hair, male patterned baldness, menstrual changes and deepened voice.

Risks: Abuse by adolescents can prematurely end their growth spurt causing them to remain shorter in height than they would have been. There is also the potential for fatal liver cysts, liver cancer, and blood clotting problems, cholesterol changes and hypertension which can lead to heart attack or stroke. It has also been suggested that high dose use can increase aggression.

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 occur within five (5) calendar days from entry of the trial court's decision, regardless of whether an appeal is taken.

Sanctions:

1. Conviction of a drug-related crime shall be a basis for disciplinary action, up to and including termination.
2. A notice of the drug conviction shall be placed in the employee's personnel file in accordance with normal disciplinary procedures.
3. Conviction of a drug-related crime shall require the employee to utilize the services of the CCSNH's employee assistance program and successfully complete an approved drug abuse assistance or rehabilitation program recommended by the EAP as a condition of continued employment.

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/ serious threat to the community. Information for **Timely Warning alerts** can originate from several sources including Campus Security Authorities (CSA's), other offices on campus and local law enforcement agencies.

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.

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 Kyle Metcalf, Assistant Director of Campus Safety Shelby Hall.

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 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 a timely warning shall be decided on a case-by-case basis in compliance with the Clery Act, however determined an on-going active threat a message will be sent out. The Director of Campus Safety makes the decision, or designee considering all available facts and taking into account the safety of the campus community. The individuals responsible for issuing a timely warning are Director of Campus Safety Kyle Metcalf or Assistant Director Shelby Hall.

In cases where a suspect is apprehended and no longer poses an on-going threat to the safety of the campus community or where the information regarding a serious crime is not received by the Campus Safety office during the time frame when a "timely" warning would be warranted, an alert may not be issued. This circumstance would be evaluated on a case by case basis.

An Alert also seeks information that may lead to the arrest and conviction of the offender when violent crimes against persons or major crimes against property have been reported.

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 designed to communicate with cell phones (text and voice messages), landlines, and e-mail systems, should a crisis, emergency situation or weather closure/delay occur on the NCC Campus. Pre-written messages are in system for easy access to send out, specific change of wording or message will be update by Director or Assistant Director of Campus Safety. Once information is signed up, an alert can be sent via sms, email or call.

Go to the page: <https://www.getrave.com/login/nashuacc>

You will not be able to sign in until you register. Hit the register button. Open the attached file named “capture-top-login-arrow” and note the location of the “Register” button.

You will be taken to the “Create your Account Page.” Fill in all the boxes and then click on the green “Proceed to Next Step” button at the bottom of the page.

You will not be allowed to proceed if you fill in inaccurate information. You will also be required to provide your mobile phone number in order to use this service.

The password you choose will not be the same as your Easy Login password unless you make it the same. The alert password will not change unless you change it.

Once you have fully registered you can access your alert info by using your full jdoe123@students.ccsnh.edu email address as your username.

Retain this email for when you want to return to the system to update your information.

Contact nccsafety@ccsnh.edu for help.

Campus Public Address System with Visual Strobe activation.

Fliers posted on bulletin boards around the campus.

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

Digital Information Displays located throughout the campus.

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 an emergency based decision as the Jean Clery Act requires no delay for ongoing/ emergency threat.

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.com) (Campus News) Local area radio and television stations and print media.

MyNCC App: Messaging through Chat feature: [Ready Education Campus App](#)

Section 9: Testing Emergency Response and Evacuation Procedures

NCC will conduct a yearly test of its emergency response plan and notification systems on campus. All testing will be documented including the date, time, a description of the exercise, and whether or not the test was announced or unannounced. Testing results will be kept on file at the Campus Safety office. The NCC response and evacuation procedures will be posted on the NCC website. Yearly testing of Rave Alerts will be conducted. After alert is sent out, Rave will send Director and or Assistant Director report of how many users obtained alert.

Section 10: Availability of Annual Security Report

The Annual Security Report is available October 1 of each year. This report includes statistics for the previous three years concerning reported crimes that occurred on-campus, in certain off- campus buildings or property owned or controlled by the Nashua Community College and on public property within, or immediately adjacent to and accessible from, the campus. The report also includes College policies concerning campus safety, such as policies concerning sexual assault and other matters. You can obtain a copy of this report by contacting the Nashua Community College Campus Safety Department or by accessing the following website:

[Safety & Security – Nashua Community College \(nashuacc.edu\)](http://nashuacc.edu/Safety%20&%20Security)

Section 11: Campus Sex Crime Prevention Act and Duty to Report

Under the federal Campus Sex Crimes Prevention Act, sex offenders who are otherwise required to register in a state must notify the state of each institution of higher education at which the offender is employed, enrolled as a student, or carries on a vocation. If a registered sex offender is employed, enrolled, or carries on a vocation at the College, the State of New Hampshire must promptly notify the College and local Police Departments. Members of the College community who wish to obtain information regarding registered sex offenders should come in person to either the Campus Safety office or review the online registry.

The Megan's Law information can be found at the following site: [Text of H.R. 2137 \(104th\): Megan's Law \(Passed Congress version\) - GovTrack.us](http://www.govtrack.us/congress/bills/104/2137/text)

For unfounded crimes that are determined baseless and or false complaints, those reports are still documented under the Campus Safety reporting software. Those reports are not reported as they do not qualify as a crime to be reported under Clery.

Section 12: NCC Crime Statistics

Nashua Community College

Calendar Year 2022

Nashua Police Department

Crime Analysis

603-589-1648

Requesting Party:

Nashua Community College

Assistant Director of Security (Shelby Hall)

Data Request Details:

2021 Stats on 500-525 Amherst St. (school/roadway)

Date of Request:

August 10, 2022

Date Request Completed:

August 10, 2022

Nashua Community College: Selected Offenses and Arrests Between 500 and 525 Amherst St. for 2021 Calendar Year

OFFENSES

Murder	0
Negligible Manslaughter	0
Forcible Sex Offenses	1
Non-forcible Sex Offenses	0
Robbery	1
Aggravated Assault	0
Simple Assault	1
Burglary	0
Motor Vehicle Theft	0
Arson	0

ARRESTS

Liquor Law Violations	1
Drug Law Violations	0
Illegal Weapons Possession	0

OTHER INCIDENTS

Domestic Violence	0
Dating Violence	0
Stalking	0

Data Source: IMC

Note 1: Data may change.

Note 2: The current data collection system collects NIBRS data. Please see the FBI website www.fbi.gov/ucr/ucr.htm for more information regarding NIBRS reporting.

Calendar Year 2021

**Nashua Community College: Selected Offenses and Arrests
Between 500 and 525 Amherst St. for 2020 Calendar Year**

OFFENSES

Murder	0
Negligible Manslaughter	0
Forcible Sex Offenses	1
Non-forcible Sex Offenses	0
Robbery	0
Aggravated Assault	0
Simple Assault	7
Burglary	0
Motor Vehicle Theft	0
Arson	0

ARRESTS

Liquor Law Violations	1
Drug Law Violations	1
Illegal Weapons Possession	0

OTHER INCIDENTS

Domestic Violence	0
Dating Violence	0
Stalking	0

Calendar Year 2020

Nashua Community College: Selected Offenses and Arrests Calendar Year 2019 for 505-525 Amherst St.

OFFENSES

Murder	0
Negligible Manslaughter	0
Forcible Sex Offenses	2
Non-forcible Sex Offenses	1
Robbery	0
Aggravated Assault	0
Simple Assault	7
Burglary	0
Motor Vehicle Theft	2
Arson	0

ARRESTS

Liquor Law Violations	0
Drug Law Violations	0
Illegal Weapons Possession	0

OTHER INCIDENTS

Domestic Violence	0
Dating Violence	0
Stalking	1

Section 13: Crime Reporting Classifications and Definitions

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

Violations are on campus and subject to college disciplinary action/judicial referral.

Crimes in which victims are selected because of actual or perceived race, gender, religion, sexual orientation, ethnicity or disability.

The Campus Security Act, a federal law that requires colleges and universities to annually compile and publish crime statistics for their campuses and certain other areas, require that "campus security authorities" report crime statistics for inclusion in the college's Annual Security Report. If you are listed below in the distribution list, then you are a "campus security authority" as the United States Department of Education has defined that term. "Campus security authorities" are defined by position as "an official of the institution who has significant responsibility for student and campus activity, and any individual or organization specified in the statement of campus security policy as one to which students and employees should report criminal offenses".

This includes advisors to student organizations, athletic team coaches, members of campus safety, and offices within Student and Academic Affairs, with the exception of health and counseling services. Because of the law's complex reporting requirements, the most reasonable and effective way to manage the reporting is as follows. As per our normal process, you should continue to immediately report any crime or violation of the NCC Code of Conduct to the NCC Student Services Office.

Students need to report emergencies, crimes or acts of violation of rules, regulations or laws to the Student Services Office. The student regarding any emergency, crime or violation of law occurring on campus must complete an incident report. Annually, through a campus safety and security brochure, the student handbook, and other college publications and resources, the Student Services Office distributes information regarding crime prevention tips and existing counseling, mental health, and other services to students, both on campus and within the local community.

The following list of crimes (and their definitions) are those which are required to be reported to the United States Department of Education

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

Arson: 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.

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

Dating/Domestic Violence: "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.

Drug Abuse Violations: 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).

Hate Crimes Involving Bodily Injury: 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.

Hate Crimes Involving other Offenses: larceny-theft, simple assault, intimidation, and destruction/damage/vandalism of property (**Criminal Mischief**).

Liquor Law Violations: 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 commit any of the aforementioned. (Drunkenness and driving under the influence are not included in this definition).

Motor Vehicle Theft: The theft or attempted theft of a motor vehicle. (Classified as motor vehicle theft all cases where automobiles are taken by persons not having lawful access, even though the vehicles are later abandoned - including joy riding).

Murder/Non-Negligent Manslaughter: the willful (non-negligent) killing of one human being by another. NOTE: Deaths caused by negligence, attempts to kill, assaults to kill, suicides, accidental deaths, and justifiable homicides are excluded.

Negligent Manslaughter: the killing of another person through gross negligence.

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

Weapon Law Violations: The violation of laws or ordinances dealing with weapon offenses, regulatory in nature, such as: manufacture, sale, or possession of deadly weapons; carrying deadly weapons, concealed or openly; furnishing deadly weapons to minors; aliens possessing deadly weapons; all attempts to commit any of the aforementioned.

Sex Offenses Definitions from the National Incident-Based Reporting System Edition of the Uniform Crime Reporting Program

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

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

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

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

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

Sex Offenses- Non-forcible: Unlawful, non-forcible sexual intercourse.

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

Statutory Rape: Non-forcible sexual intercourse with a person who is under the statutory age of consent. Age of consent in NH-(under the age of 16, unless that person is the other person's legal spouse-**NH RSA 632- A:3**). Relationships, which constitute incest (ancestor, descendant, brother or sister, of the whole or half blood, or an uncle, aunt, nephew or niece. The relationships referred to herein include blood relationships without regard to legitimacy, stepchildren, and relationships of parent and child by adoption **NH RSA 639-A:2**.

