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# The Clery Act

Choosing a postsecondary institution is a major decision for students and their families. Along with academic, financial, and geographic considerations, the issue of campus safety is a vital concern.

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act) is a federal mandate requiring all institutions of higher education (IHEs) that participate in the federal student financial aid program to disclose information about crime on their campuses and in the surrounding communities. The Clery Act affects virtually all public and private IHEs and is enforced by the U.S. Department of Education. Campuses that fail to comply with the act can be penalized with large fines and may be suspended from participating in the federal financial aid program.

The Clery Act, formerly known as the Crime Awareness and Campus Security Act, was signed in 1990 and is named after 19-year-old Jeanne Clery, who was raped and murdered in her Lehigh University residence hall in 1986. Clery's parents lobbied Congress to enact the law when they discovered students at Lehigh hadn't been notified about 38 violent crimes that had occurred on campus in the three years prior to Clery's murder.

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## Compliance with the Clery Act

The Clery Act requires Adrian College to provide timely warnings of crimes that represent a threat to the safety of students or employees and to make their campus security policies available to the public. The act also requires AC to collect, report, and disseminate crime data to everyone on-campus and to the Department of Education annually. When the Higher Education Opportunity Act (HEOA) was signed into law in 2008, it amended the Clery Act by adding a number of safety- and security-related requirements to the Higher Education Act of 1965. To be in full compliance with the law, AC must do the following:

1. Publish and distribute an Annual Security Report to current and prospective students and employees by October 1 of each year. The report must provide crime statistics for the past three years, detail campus and community policies about safety and security measures, describe campus crime prevention programs, and list procedures to be followed in the investigation and prosecution of alleged sex offenses.
2. Provide students and employees with timely warnings of crimes that represent a threat to their safety. The Adrian College Department of Campus Safety must also keep and make available to the public a detailed crime log of all crimes reported to them in the past 60 days. Crime logs must be kept for seven years, and logs older than 60 days must be made available within two business days upon request.
3. Keep the past three years crime statistics detailing crimes that have occurred: on campus: and in certain non-campus buildings, such as fraternities/sororities and remote classrooms. AC must also report liquor and drug law violations and illegal weapons possession if they result in a disciplinary referral or arrest.

4. Disclose missing student notification procedures that pertain to students residing in any on-campus student housing facilities.
5. Disclose fire safety information related to any on-campus student housing facilities. This includes Maintaining a fire log that is open to public inspection and publishing an Annual Fire Safety Report containing policy statements and fire statistics associated with each on-campus student housing facility. These statistics must include the location, cause, injuries, deaths and property damage of each fire.
6. Submit the collected crime and fire statistics to the Department of Education each fall.
7. Inform prospective students and employees about the availability of the Annual Fire Safety Report. AC has a vested interest in campus security and the personal safety of its students and employees. The following pages contain specific information, including crime prevention, fire safety, law enforcement authority, crime reporting policies, disciplinary procedures and other matters of importance related to security and safety on campus. This report also contains information about campus crime statistics.

Members of the campus community are encouraged to use this report as a guide for safe practices on and off campus. The report is available on the Internet at <http://adrian.edu/campus-life/campus-safety/>. Every member of AC receives an email that describes the report and provides its website address. For more information, contact the Department of Campus Safety at 517-265-5161.

# Campus Safety

## Department Campus Safety Mission Statement

It is the mission of our employees to provide professional and courteous service in order to protect the safety and security of all members of the Adrian College community, including students, faculty, and staff who seek a safe living and learning environment.

### About Campus Safety

Adrian College Department of Campus Safety provides continuous 24-hour services designed to assist students in areas of safety and security. The Safety Department is made up of the Director, Lead Dispatcher, 2 Captains along with Safety Officers and Dispatchers that are part-time professionals who monitor, patrol and secure the campus.

The Campus Safety Department provides a full range of services, including:

- Crime prevention and safety programs
- Parking and traffic enforcement
- Criminal and non-criminal investigations
- Securing campus buildings
- Campus fire drills and training

Campus Safety also:

- Assists with minor motor vehicle problems
- Conducts annual lighting and safety survey
- Handles student, faculty, and staff vehicle registrations
- Operates the campus telephone switchboard
- Oversees the "Campus Caravan" program
- Provides a 24-hour student escort program
- Provides security and traffic control for home sporting events
- Provides other services as requested

Campus Safety Officers have the authority to request identification from persons on Adrian College property, and to determine whether individuals have lawful business at Adrian College. Officers have the authority to issue parking tickets, which are billed to financial accounts of students, faculty, and staff. Campus Safety Officers do not possess arrest power.

Criminal incidents are referred to the local police who have jurisdiction on the campus. The Department of Campus Safety at Adrian College maintains professional working relationship with the Adrian Police Department, Adrian Fire and Lenawee Community Ambulance, Lenawee County Office of the Sheriff, and the Michigan State Police. All crime victims and witnesses are strongly encouraged to immediately report the crime to Campus Safety and the appropriate law enforcement agency. Prompt reporting will assure timely warning notices on-campus and timely disclosure of crime statistics.

The Campus Safety office is located in the Caine Student Center and is open 24 hours a day, 7 days a week, every day of the year. Campus Safety Officers address concerns on campus, give directions, issue parking permits and parking tickets, and provide requested escorts on-campus. There is always an officer at the desk to provide information and to operate the campus switchboard.

Another important responsibility of the Campus Safety Dispatch Officer is to receive emergency telephone calls and dispatch help promptly. If there is an urgent emergency, any campus phone may be utilized to call 911 directly.

The Department of Campus Safety is under the division of Student Affairs, who is headed by the Dean of Students. The department's jurisdiction is contained to property owned, or controlled, by Adrian College. College property does include Greek housing and theme housing on Charles, Madison, and Williams Streets, along with Michigan Avenue. Through close cooperation with the Residence Life staff, the Department of Campus Safety assists in enforcing college policies. The Adrian Police Department may be contacted regarding crimes taking place on Adrian College property. College officials will give assistance to all law enforcement agencies as needed.

## General Procedures for Reporting a Crime or Emergency

Community members, students, faculty, staff, and guests are encouraged to report all crimes and public safety related incidents to the Department of Campus Safety in a timely manner.

To report a crime or an emergency Call 911 and then Campus Safety at Extension 0 or from outside the Adrian College phone system, (517) 265-5161, Extension 0,

Campus Safety Officers are available 24 hours a day to answer emergency calls. In response to a call, Campus Safety will take the required action, dispatching an officer or asking the victim to report to the Campus Safety office to file an incident report. The Campus Safety staff has completed training in thorough incident report writing techniques. All Adrian College incident reports are forwarded to the Director of Campus Safety or Deputy Director for review and investigation. Safety Officer(s) will make immediate contact with the student(s) and terminate any threat or risk to their safety. If assistance is required from the Adrian Police Department, Campus Safety will contact the Dispatcher who will call 911. If a sexual assault or rape should occur, staff on the scene, including Campus Safety, will offer the victim a wide variety of services. All Adrian College Campus Safety Officers have been trained in sexual assault response and are available to assist victims 24 hours a day.

## Campus Security Authorities (CSA's)

The Clery Act Regulations define a Campus Security Authority as an official of an institution who has significant responsibility for student and campus activities, including, but not limited to, student housing, student discipline, and campus judicial proceedings. An official is defined as any person who has the authority and the duty to take action or respond to particular issues on behalf of the institution. Crimes may be reported to any Campus Security Authority, including Campus Safety officers. Certain classes of crimes or incidents, when reported to a Campus Security Authority, are required to be disclosed to the campus community as specified through the Jeanne Clery Act. See the Campus Safety website for more information: (<http://adrian.edu/campus-life/campus-safety/campus-security-authorities-csas/>).

This publication contains information about on-campus and off-campus resources. Crimes should be reported to the Department of Campus Safety to ensure inclusion in the annual crime statistics and to aid in providing timely warning notices to the community, when appropriate.

## Timely Warnings

The Director of Campus Safety or a designee will develop timely warning notices for the College Community to notify members of the community about serious crimes against an individual(s) that occur on campus, where it is determined that the incident may pose an ongoing threat to members of the College community. The warning will then be issued through the college e-mail system; the electronic notification is immediately accessible via computer by all students, faculty, and staff. Department of Campus Safety may also post a notice on the campus web site at [www.adrian.edu](http://www.adrian.edu), providing the college community with a more immediate notification.

Timely Warning Notices are usually distributed for the following Uniformed Crime Reporting Program (UCR)/ National Incident Based Reporting System (NIBRS) classifications: arson, criminal homicide, and robbery. Cases of Aggravated-assault and sex offenses are considered on a case-by-case basis, depending on the facts of the case and the information known by the Campus Safety Department. For example, if an assault occurs between two students who may have had a disagreement, there may be no on-going threat to other College community members, therefore; a Timely Warning Notice would not be distributed. Sexual Assaults are considered on a case by case basis depending on the facts of the case, when and where the incident occurred, when it was reported, and the amount of information known by the Campus Safety Department. Timely Warning Notices may be distributed for other crimes as determined necessary by the Director of Campus Safety or his or her designee in his or her absence.

Anyone with information warranting a timely warning should provide the information to the Campus Safety office, by phone (517) 265-5161 extension 0, or in person at the Campus Safety office located in the Caine Student Center, 1325 Williams Street, Adrian, MI 49221.

## Policy Statement Addressing Criminal Activity Off-Campus

When an Adrian College student is involved in an off-campus offense, Campus Safety Officers may assist with the investigation in cooperation with local, state, or federal law enforcement. The Adrian Police Department routinely works and communicates with Campus Safety Officers on any serious incidents occurring on-campus, or in the immediate neighborhood and business areas surrounding campus. While the Adrian Police Department has primary jurisdiction in all areas off-campus, Campus Safety Officers can, and do respond, to student related incidents that occur in close proximity to campus.

## Definitions of Geography

As specified in the Clery Act, the following property descriptions are used to identify the location of crimes on and around Adrian College campus.

### On-Campus Buildings or Property:

1. Any building or property owned or controlled by an institution within the same reasonably contiguous geographic area and used by the institution in direct support of or in a manner related to the institution's educational purposes, including residence halls; and
2. Any building or property that is within or reasonably contiguous to the area identified in the above paragraph, that is owned by the institution but controlled by another person, is frequently used by students and supports institutional purposes (such as a food or retail vendor).

### Non-Campus Buildings or Property

1. Any building or property owned or controlled by a student organization that is officially recognized by the institution; or
2. Any building or property owned or controlled by an institution that is used in direct support of or in relation to the institution's educational purposes, is frequently used by students, and is not within the same reasonably contiguous geographic area of the institution.

### Public Buildings or Property

1. All public property, including thoroughfares, streets, sidewalks, and parking facilities, that is within the campus or immediately adjacent to and accessible from the campus.

Adrian College crime statistics do not include crimes that occur in privately owned homes or businesses within or adjacent to the campus boundaries.

## The Annual Disclosure of Crime Statistics

The Department of Campus Safety prepares this report to comply with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act. The Director of Campus Safety compiles the continual ongoing statistics throughout the year. The full text of this report can be located on our website:

<http://adrian.edu/campus-life/campus-safety/>

This report is prepared in cooperation with the local law enforcement agencies surrounding our main campus, the Dean of Students, the Director of Campus Safety, the Director of Housing, and the Judicial Coordinator. Each entity provides updated information on their educational efforts and programs to comply with the Act. Campus crime, arrest, and referral statistics include those reported to the Adrian Police Department, designated campus officials (including but not limited to: directors, deans, department heads, designated staff, judicial affairs, advisors to students/student organizations, athletic coaches, etc.), and local law enforcement agencies. These statistics may also include crimes that have occurred in private residences or businesses and is not required by law. Department of Counseling staff informs their clients of the procedures to report crime to Campus Safety on a voluntary or confidential basis, should they feel it is in the best interest of the client. Each year, an e-mail notification is made to all enrolled students, faculty, and staff that provides the website to access this report. All prospective employees may obtain a copy of this report from Human Resources. All prospective students may receive the website address through the Office of Admissions.

## Missing Student Notification Policy and Procedures

If a member of the College community has reason to believe that a student who resides in on-campus housing is missing, he or she should immediately notify Campus Safety at 517-265-5161, extension 0. Campus Safety will generate a missing person report and initiate an investigation.

In addition to registering a general emergency contact, students residing in on-campus housing have the option to identify confidentially an individual to be contacted by Adrian College in the event the student is determined to be missing for more than 24 hours. If a student has identified such an individual, Adrian College will notify that individual no later than 24 hours after the student is determined to be missing. A student who wishes to identify a confidential contact can do so through the Adrian College Housing Office. A student's confidential contact information will be accessible only by authorized campus officials and law enforcement.

After investigating a missing person report, should Adrian College determine that the student has been missing for 24 hours, Adrian College will notify Adrian Police Department and the student's emergency contact no later than 24 hours after the student is determined to be missing. If the missing student is under the age of 18 and is not an emancipated individual, Adrian College will notify the student's parent or legal guardian immediately after Adrian College Campus Safety has determined that the student has been missing for 24 hours.

## Crime Prevention Programs

Crime Prevention Programs on personal safety and theft prevention are sponsored by various campus organizations throughout the year. Campus Safety personnel facilitate programs for students, faculty, staff, student organizations, in addition to quarterly programs for Hall Coordinators and residents discussing valuable information related to safety and security. The training completed by the Campus Safety Department includes the proper protocol for notification to law enforcement agencies. The Campus Safety Department immediately assesses each case and makes a decision of any crimes that must be referred to local law enforcement agency to begin their investigation of a reported incident.

**Tip:** To enhance personal safety, especially after an evening class, a student should walk with friends or someone from class that you know well, or call the Campus Safety office at extension 0 for assistance.

## Security Awareness Programs

During residence hall meetings, students are informed of services offered by the Adrian College Department of Campus Safety. Students are told about crimes on-campus and in surrounding neighborhoods. Crime Prevention Programs and Sexual Assault Prevention Programs are offered on a regular basis by Campus Safety and Student Life.

Periodically during the academic year, Campus Safety, in cooperation with other college organizations and departments, presents crime prevention awareness sessions on sexual assault (rape and acquaintance rape), drug and alcohol abuse, theft, and vandalism, as well as educational sessions on personal safety and residence hall security. A common theme of all awareness and crime prevention programs is to encourage students and employees to be aware of their responsibility for their own security and the security of others.

## Daily Crime Log and Fire Log

The Campus Safety Crime Log and Fire Log are available upon request at the Campus Safety Office in the Caine Student Center 1325 Williams Street, Adrian, MI 49221.

## Campus Caravan

One related safety program is the Campus Caravan program. This program is sponsored by the Department of Campus Safety. A campus van driven by employees drops off and picks up Adrian College students from local establishments on Thursday evenings and offers a safe ride back to campus free of charge.

## Safety Measures

The majority of incidents in residence halls involve theft of personal property. Thefts typically occur from an unlocked room or unattended common area. Below are some helpful hints you can use to help prevent these crimes of opportunity.

- Do not prop open residence halls doors for any reason.
- Always lock your door when you leave your room no matter how long you plan to be gone.
- Lock windows that are accessible from the outside.
- Keep items of value in a secure area.
- Do not leave notes on your door announcing that no one is present.
- Never loan out your keys or ID card.
- Report any doors, locks, or windows in need of repair to the Residence Life staff.
- Report all thefts immediately to the Department of Campus Safety

## Access Policy and Building Security

During business hours, the College (excluding housing facilities) will be open to students, parents, employees, contractors, guests, and invitees. During non-business hours access to non-residential buildings will require prior notification and admittance by Campus Safety. During times of extended closing, the College will admit only those with prior approval to all facilities. Residence Halls are secured 24 hours a day. In addition, over extended breaks, the doors of all halls will be secured around the clock. Some facilities may have individual hours, which may vary at different times of the year (Examples include the Merillat Sport & Fitness Center, the Shipman Library, and the Caine Student Center). In these cases, the facilities will be secured according to schedules developed by the department responsible for the facility, the Office of Conferences, or Campus Safety. Emergencies may necessitate changes or alterations to any posted schedules.

## Maintenance of Campus Facilities

The facilities and landscaping are maintained in a manner that minimizes hazardous conditions. Campus Safety and residence life do regular patrols of campus and report malfunctioning lights and other unsafe conditions to the Physical Plant Department.

## Weapons and Dangerous Devices Policy Possession

Possession and/or use of firearms, weapons, fireworks, ammunition, flammable, or incendiary devices is prohibited on all Adrian College properties (including all campus facilities, athletic facilities, and parking lots) and at all Adrian College events, regardless of location.

# Alcohol and Drugs

Adrian College's Policy is in compliance with The Drug Free Schools and Communities Act Amendments of 1989, 20 USC § 1011i. The following information explains several key points about the alcohol and drug policy at Adrian College.

## Adrian College Student Alcohol Policy

It is illegal in the State of Michigan to:

1. Possess or consume alcoholic beverages under the age of 21.
2. Furnish alcoholic beverages to minors.
3. Utilize false ID for the purchase of alcoholic beverages.

Adrian College does not consider alcohol necessary or conducive to higher education. However, we believe that students should be given every opportunity to freely and responsibly make those decisions which directly affect their lives and to experience the consequences of those decisions. Therefore, Adrian College is committed to promoting and maintaining a work, academic, and living environment that is safe, promotes achievement, and is free from illegal and abusive alcohol use as proscribed by local, state, and federal laws.

If a student is abusing alcohol, they will be referred to counseling services and or evaluated by the necessary outside resources.

## On-Campus Policy

All students have the right to live in College housing without unreasonable disturbances. Although the responsible use of alcohol is permitted by those of legal age, behavior of those using it must not infringe on any other student's right to privacy, to study, and to rest. Therefore:

1. Adrian College supports local, state and federal laws regarding the use of alcohol. Behavior that is or could be construed as a violation of these laws is a violation of the College's alcohol policy as well, including intoxication of students under the legal drinking age.
2. The sale of alcoholic beverages on campus is strictly prohibited.
3. Consumption of alcoholic beverages may take place only within the privacy of a student's room by students 21 years of age or older.

4. Open containers (bottles, cans, cups, glasses) used for the consumption of alcohol are not permitted outside the individual or designated room unit. This includes campus grounds. Students are responsible for the proper disposal or care of emptied alcohol containers and are encouraged to assist in the overall maintenance of an attractive campus.
5. Greek organizations sponsoring social events on campus shall comply with the Adrian College Alcohol and Risk Management Policy for Social Events as approved by the Panhellenic Council, Interfraternity Council, and the College:
  - Greek organizations may host social events with alcohol at off-campus facilities (e.g., rented hall) within the guidelines of the organizations' national and insurance policies (generally BYOB or third party vendor).
  - A fraternity wishing to sponsor a Homecoming alumni event, at which alcohol will be consumed in a designated area, must obtain approval of the event according to published guidelines in the Adrian College Alcohol and Risk Management Policy for Social Events.
6. Consumption of alcoholic beverages is prohibited inside all sports facilities.
7. No containers capable of holding a large quantity of alcohol (e.g., trash can, air void, beer bong) or requiring a "tap system" (e.g., keg) are not permitted on College property.
8. Students are responsible for their own actions, as well as the actions of their guests. All persons, including guests present in a room wherein a violation(s) of the Alcohol Policy occurs, may be held accountable for said violation(s).
9. Adrian College money may not be used by student organizations for the purchase of alcohol. This includes money from College accounts as well as money raised by on campus sales or solicitations.
10. Alcohol may not be used to recruit students by any student organization or athletic team.

11. Alcohol use that jeopardizes or endangers the welfare of oneself or others, or contributes to disturbances, property damage, and other irresponsible, offensive action or behavior is a violation of the College's alcohol policy in addition to other violations which may apply.
12. The College reserves the right to notify College officials who have a legitimate educational interest in students who violate the policy (e.g., notify Athletic Department of athlete violations).

## Tailgating Policy

Adrian College does not prohibit tailgating prior to, or during, events on campus. The following guidelines apply to ensure that tailgating activities are respectful of others and consistent with an academic environment:

1. Michigan laws pertaining to the possession, consumption, and distribution of alcohol and controlled substances will be enforced.
2. Glass containers are prohibited.
3. Adrian College reserves the right to immediately close all tailgating activities at its discretion and remove individuals who display behavior inconsistent with an academic environment.
4. Tailgating will only be permitted in the Merillat and Dawson parking lots unless otherwise approved by the Director of Campus Safety.

## Off-Campus Policy

Student use of alcohol in off-campus situations is a matter of individual responsibility and any misuse is subject to punishment by duly authorized civil authorities. Adrian College does not approve of, or sanction, off-campus events where alcohol may be present.

## Enforcement

The responsibility for enforcement of the Alcohol Policy rests on each individual in the College community. The implementation of the enforcement is under the jurisdiction of the Office of Student Life.

1. Within College housing, all violations must be reported to Residence Life staff as soon as possible. Other on-campus violations should be reported to the Student Life staff.
2. A student found in violation of the Alcohol Policy will be informed of his/her violation at the time of the violation. In cases where this is not possible, the student will be informed in writing of the violations report to the Residence Life or Student Life offices.

3. Depending on the severity of the violation, the sanctions for individual students may include educational sanctions, required clinical assessments of the student's alcohol and other drug use, psychological and/or medical treatment based on clinical assessments, and suspension or dismissal. A complete list of possible sanctions is listed in the Adrian College Student Code of Conduct.

## Drug Use Policy

The use and/or possession of illegal/controlled substances is prohibited at Adrian College, including all campus housing. All students are to observe all local, state, and federal laws. In addition, abuse counseling will be referred to students exhibiting a habitual problem.

## State and Federal Sanctions

Local, state, and federal law enforcement officials independent of sanctions and penalties issued by Adrian College may pursue state and federal sanctions.

If a student violates a law concerning substance abuse, not only is that person subject to the Adrian College judicial system (see the Student Handbook at <http://adrian.edu/uploads/files/handbook1314.pdf>) but he/she could face criminal prosecution. College sanctions depend on the seriousness and repetitiveness of the behavior. Sanctions range from fines and work assignments, probation, suspension, or expulsion. These are separate from any penalties that would result from a conviction in court. Criminal penalties range from fines to incarceration.

Even if you are not aware of the specific laws and sanctions, you are not exempt from them.

## Available Help

Adrian College is committed to helping students and staff who use illegal substances and/or abuse alcohol. Through treatment, substance abuse problems can be reduced or eliminated.

## Students

Confidential information is available at the Student Health Center at extension 4214. Information, educational programs, support and referral for treatment are available to help address your issues or for you to help a friend. AA, Alanon, ACOA, Alaten and Cocaine Anonymous are held off-campus. Call extension 4214 for information.







# Michigan Laws on Dating Violence

MCL 750.81 Domestic Assault and Battery

1. Except as otherwise provided in this section, a person who assaults or assaults and batters an individual, if no other punishment is prescribed by law, is guilty of a misdemeanor punishable by imprisonment for not more than 93 days or a fine of not more than \$500.00, or both.
2. Except as provided in subsection (3) or (4), an individual who assaults or assaults and batters his or her spouse or former spouse, an individual with whom he or she has or has had a dating relationship, an individual with whom he or she has had a child in common, or a resident or former resident of his or her household, is guilty of a misdemeanor punishable by imprisonment for not more than 93 days or a fine of not more than \$500.00, or both.
3. An individual who commits an assault or an assault and battery in violation of subsection (2), and who has previously been convicted of assaulting or assaulting and battering his or her spouse or former spouse, an individual with whom he or she has or has had a dating relationship, an individual with whom he or she has had a child in common, or a resident or former resident of his or her household, under any of the following, may be punished by imprisonment for not more than 1 year or a fine of not more than \$1,000.00, or both.

## Stalking

The term "stalking" means

1. Engaging in a course of conduct directed at a specific person that would cause a reasonable person to:
  - fear for the person's safety or the safety of others; or
  - Suffer substantial emotional distress.
2. For the purposes of this definition:
  - Course of conduct means two or more acts, including, but not limited to, acts which the stalker directly, indirectly, or through third parties, by any action, method, device, or means follows, monitors, observes, surveys, threatens, or communicates to or about, a person, or interferes with a person's property.
  - Substantial emotional distress means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.

- Reasonable persons means a reasonable person under similar circumstances and with similar identities to the victim.

3. For the purposes of complying with the requirements of this section and section 668.41, any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.

## Michigan Law on Stalking

750.411h Stalking; definitions; violation as misdemeanor; penalties; probation; conditions; evidence of continued conduct as rebuttable presumption; additional penalties.  
Sec. 411h.

As used in this section:

1. "Course of conduct" means a pattern of conduct composed of a series of 2 or more separate non-continuous acts evidencing a continuity of purpose.
2. "Emotional distress" means significant mental suffering or distress that may, but does not necessarily, require medical or other professional treatment or counseling.
3. "Harassment" means conduct directed toward a victim that includes, but is not limited to, or continuing unconsented contact that would cause a reasonable individual to suffer emotional distress and that actually causes the victim to suffer emotional distress. Harassment does not include constitutionally protected activity or conduct that serves a legitimate purpose.
4. "Stalking" means a willful course of conduct involving repeated or continuing harassment of another individual that would cause a reasonable person to feel terrorized, frightened, intimidated, threatened, harassed, or molested and that actually causes the victim to feel terrorized, frightened, intimidated, threatened, harassed, or molested.
5. "Unconsented contact" means any contact with another individual that is initiated or continued without that individual's consent or in disregard of that individual's expressed desire that the contact be avoided or discontinued. Unconsented contact includes, but is not limited to, any of the following:
  - Following or appearing within the sight of that individual.
  - Approaching or confronting that individual in a public place or on private property.
  - Appearing at that individual's workplace or residence.

- Entering onto or remaining on property owned, leased, or occupied by that individual.
- Contacting that individual by telephone.
- Sending mail or electronic communications to that individual.
- Placing an object on, or delivering an object to, property owned, leased, or occupied by that individual

6. "Victim" means an individual who is the target of a willful course of conduct involving repeated or continuing harassment.

An individual who engages in stalking is guilty of a crime as follows:

1. Except as provided in subdivision (b), a misdemeanor punishable by imprisonment for not more than 1 year or a fine of not more than \$1,000.00, or both.
2. If the victim was less than 18 years of age at any time during the individual's course of conduct and the individual is 5 or more years older than the victim, a felony punishable by imprisonment for not more than 5 years or a fine of not more than \$10,000.00, or both.

The court may place an individual convicted of violating this

section on probation for a term of not more than 5 years. If a term of probation is ordered, the court may, in addition to any other lawful condition of probation, order the defendant to do any of the following:

1. Refrain from stalking any individual during the term of probation.
2. Refrain from having any contact with the victim of the offense.
3. Be evaluated to determine the need for psychiatric, psychological, or social counseling and if, determined appropriate by the court, to receive psychiatric, psychological, or social counseling at his or her own expense.

In a prosecution for a violation of this section, evidence that the defendant continued to engage in a course of conduct involving repeated unconsented contact with the victim after having been requested by the victim to discontinue the same or a different form of unconsented contact, and to refrain from any further unconsented contact with the victim, gives rise to a rebuttable presumption that the continuation of the course of conduct caused the victim to feel terrorized, frightened, intimidated, threatened, harassed, or molested.

A criminal penalty provided for under this section may be imposed in addition to any penalty that may be imposed for any other criminal offense arising from the same conduct or for any contempt of court arising from the same conduct.

## Education and Prevention Programs

The College engages in comprehensive, intentional, and integrated programming, initiatives, strategies, and campaigns intended to end dating violence, domestic violence, sexual assault and stalking that:

1. Are culturally relevant, inclusive of diverse communities and identities, sustainable, responsive to community needs, and informed by research, or assessed for value, effectiveness, or outcome; and
2. Consider environmental risk and protective factors as they occur on the individual, relationship, institutional, community and societal levels.

Educational programming consists of primary prevention and awareness programs for all incoming students and new employees and ongoing awareness and prevention campaigns for students and employees that:

1. Identifies domestic violence, dating violence, sexual assault and stalking as prohibited conduct;
2. Defines using definitions provided both by the Department of Education as well as state law what behavior constitutes domestic violence, dating

3. Defines what behavior and actions constitute consent to sexual activity in the State of Michigan and/or using the definition of consent found in the Student Code of Conduct if state law does not define consent;
4. Provides a description of safe and positive options for bystander intervention. Bystander intervention means safe and positive options that may be carried out by an individual or individuals to prevent harm or intervene when there is a risk of dating violence,

domestic violence, sexual assault or stalking. Bystander intervention includes recognizing situations of potential harm, understanding institutional structures and cultural conditions that facilitate violence, overcoming barriers to intervening, identifying safe and effective intervention options, and taking action to intervene;

- Information on risk reduction. Risk reduction means options designed to decrease perpetration and bystander inaction, and to increase empowerment for victims in order to promote safety and to help individuals and communities address conditions that facilitate violence. 1 Under the 2013 Reauthorization of the Violence Against Women Act, institutions must implement "primary prevention and awareness programs for all incoming students and new employees" AND "ongoing prevention and awareness campaigns for students and employees" that include 1-6 above under section "Education and Prevention Programs". While "campaign" is yet to be defined,

examples of "primary prevention programs" as they relate to incoming students may be found here: <http://www.ovw.usdoj.gov/docs/campus-minimumstandards-orientation.pdf>

- Provides an overview of information contained in the Annual Security Report in compliance with the Clery Act. The College has developed an annual educational campaign consisting of presentations that include distribution of educational materials to new students; participating in and presenting information and materials during new employee orientation

"The Adrian College offered the following prevention and awareness programs for all incoming students and new employees" and "ongoing prevention and awareness campaigns for students and employees."

## 2021 Awareness and Prevention Programs

Date	Audience	Program Title	Program	Location	Program Description
January, 2021	House Managers and	Risk Management - Sexual Assault/VAWA	Planned Program	Caine Center	History of VAWA and Sexual Assault/Consent and Incident Summaries and Scenarios for all House Managers and Greek Life Coordinators
January - December, 2021	Student Body	EVERFI Training Modules	Training Modules	Campus Wide	EVERFI Training Modules, wherein students are encouraged to participate in learning more about Sexual Assault Prevention and Intervention. Some classes offer mandatory class structure.
2/1/21	Coaches	Campus Security Authorities	Training	Merillat	CSA Training Video and CSA Crime Statistic Report Form
Aug.-Dec. 2021	Campus Wide	Healthy Relationships and Safe Sex Title IX	Sexual Harassment	On Campus	Sexual Harassment Workshop presented by Catherine Cobb Safe House representatives to discuss healthy relationships and Safe Sex.
Spring, 2021	Students and Staff	Sexual Assault Awareness	Literature	Throughout Campus	Sexual Assault Awareness Month Facts you need to know
January, 2021	Greek Life Members	Awareness and Bystander Prevention	Educational Sessions	Hickman Board Room	Educational awareness and prevention of sexual assault/Bystander Intervention
March, 2021 and August, 2021	Coaching Staff, Resident	Sexual Assault Awareness and	Information Sessions	Virtual Session Groups	Presentation to Coaching Staff, Resident Assistants and Welcome Week Leaders for Title IX reporting protocol and procedures
8/9/21	Resident Assistants	Campus Safety CSA Training	Training	Hickman Board Room	Clery Reporting - Sexual Assault - Our Campus Response - VAWA Incident Examples and Solutions - Utilization of CSA's in the reporting process
August - December, 2020	All Students	Student Awareness	Bulletin Boards, Flyers	All Residence halls and Caine Student	Ongoing informative and educational bulletin boards, flyers and brochures relating to issues of Sexual Assault/VAWA and Title IX
8/14/21	Resident Assistants	Sexual Assault Training Case	Training	Jones 110	Hands on - Sexual Assault Scenarios presented to Resident Assistants
8/14/21	Resident Assistants	Annual Training	Training	Knight	Train Resident Assistants on the reporting of the Campus Safety Authority process - execute documentation
8/6-7/2021	Dean of Students, Title	Title IX Annual Training	Annual Training	Virtual Training from Title IX	Annual Training from Title IX Solutions, LLC, Case Studies, Legal support systems, Implementation of new Amendments, Advisor, Judicial Hearing protocol
8/5/21	Dean of Students	Welcome Week Leader Training	Training and presentations	Virtual Training	Sexual Assault Awareness Facts for all new incoming Welcome Week Leaders in identifying factors for sexual assault/conduct among students
Ongoing - Various Dates	Staff and Students	Personal Safety	Training	Virtual	Personal Safety Training - Sexual Assault Prevention/Intervention
8/21/21	Entire Athletic Staff	Sexual Assault Education	Training	Virtual Training and Video	Mandatory sexual assault training and video, with test to be completed by the entire Athletic coaching and staff members
10/15/21	Campus Safety Director	MACLEA Clery/Title IX	Conference	Macomb Comm. College	Updates and Discussion
Ongoing - Various Dates	Students	Sexual Assault Awareness	Literature	Campus Wide	Women's and Gender Studies Program - Sexual Assault Prevention and response programs
Ongoing - Various Dates	Students	Sexual Assault Awareness	Literature	Campus Wide	FEM Organization - Promote sexual assault awareness programs on campus

# Procedures for Reporting a Complaint

The College has procedures in place that serve to be sensitive to those who report sexual assault, domestic violence, dating violence, and stalking, including informing individuals about their right to file criminal charges as well as the availability of counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance and other services on and/or off campus as well as additional remedies to prevent contact between a complainant and an accused party, such as housing, academic, transportation and working accommodations, if reasonably available. The College will make such accommodations, if the victim requests them and if they are reasonable available, regardless of whether the victim chooses to report the crime to the Campus Safety or local law enforcement. Students and employees should contact Dean Melinda Schwyn in the Student Life Office.

It is important that a victim of sexual assault not bathe, douche, smoke, change clothing or clean the bed/linen/area where they were assaulted if the offense occurred within the past 96 hours so that evidence may be preserved that may assist in proving that the alleged criminal offense occurred/ or is occurring or may be helpful in obtaining a protection order.

After an incident of sexual assault and domestic violence, the victim should consider seeking medical attention as soon as possible at Bixby Hospital. In Michigan, evidence may be collected even if you chose not to make a report to law enforcement. In circumstances of sexual assault, if victims do not opt for forensic evidence collection, health care providers can still treat injuries and take steps to address concerns of pregnancy and/or sexually transmitted disease. Victims of sexual assault, domestic violence, stalking, and dating violence are encouraged to also preserve evidence by saving text messages, instant messages, social networking pages, other communications, and keeping pictures, logs or other copies of documents, if they have any, that would be useful to College hearing boards/investigators or police. Although the College strongly encourages all members of its community to report violations of this policy to law enforcement, it is the victim's choice whether or not to make such a report and victims have the right to decline involvement with the police. The College will assist any victim with notifying local police if they so desire.

The **Adrian Police Department** may also be reached directly by calling 517-264-4808, or in person at 155 E. Maumee Street Adrian, MI 49221. Additional information about the **Adrian Police Department** may be found online at: <http://adriancity.com/services/police/>

**If you have been the victim of domestic violence, dating violence, sexual assault, or stalking**, you should report the incident promptly to the Title IX Coordinator, Thomas Doney. Mr. Doney's office is located in the Student-life office in the Caine Student Center at 1325 Williams St. Adrian, MI. 49221. His office number is 517-264-3142. E-mail: [tdoney@adrian.edu](mailto:tdoney@adrian.edu). Call, write or come into the office to report in person and to Campus Safety (if the victim so desires.)

The College will provide resources, on campus off campus or both, to include medical, health, to persons who have been victims of sexual assault, domestic violence, dating violence, or stalking, and will apply appropriate disciplinary procedures to those who violate this policy. The procedures set forth below are intended to afford a prompt response to charges of sexual assault, domestic or dating violence, and stalking, to maintain confidentiality and fairness consistent with applicable legal requirements, and to impose appropriate sanctions on violators of this policy.

As time passes, evidence may dissipate or become lost or unavailable, thereby making investigation, possible prosecution, disciplinary proceedings, or obtaining protection from abuse orders related to the incident more difficult. If a victim chooses not to make a complaint regarding an incident, he or she nevertheless should consider speaking with Campus Public Safety or other law enforcement to preserve evidence in the event that the victim changes her/his mind at a later date.

If a report of domestic violence, dating violence, sexual assault or stalking is reported to the College, the below are the procedures that the College will follow as well as a statement of the standard of evidence that will be used during any judicial hearing on campus arising from such a report:

## Incident Being Reported:

### **Sexual Assault**

Procedure Institution Will Follow:

1. Depending on when reported (immediate vs delayed report), institution will provide complainant with access to medical care
2. Institution will assess immediate safety needs of complainant.
3. Institution will assist complainant with contacting local police if complainant requests AND complainant provided with contact information for local police department.
4. Institution will provide complainant with referrals to on and off campus mental health providers.
5. Institution will assess need to implement interim or long term protective measures, such as housing changes, change in class schedule, "No Contact" directive between both parties.
6. Institution will provide a "No trespass" (PNG) directive to accused party if deemed appropriate.
7. Institution will provide written instructions on how to apply for Protective Order.

8. Institution will provide a copy of the Sexual Misconduct Policy to complainant and inform the complainant regarding timeframes for inquiry, investigation and resolution.
9. Institution will inform the complainant of the outcome of the investigation, whether or not the accused will be administratively charged and what the outcome of the hearing is.
10. Institution will enforce the anti-retaliation policy and take immediate and separate action against parties that retaliate against a person for complaining of sex-based discrimination or for assisting in the investigation.

Evidentiary Standard: **Preponderance of the Evidence**

If a report of domestic violence, dating violence, sexual assault or stalking is reported to the College, the below are the procedures that the College will follow as well as a statement of the standard of evidence that will be used during any judicial hearing on campus arising from such a report:

Incident Being Reported:

## Stalking

Procedure Institution Will Follow:

1. Institution will assess immediate safety needs of complainant.
2. Institution will assist complainant with contacting local police if complainant requests AND complainant provided with contact information for local police department.
3. Institution will provide written instructions on how to apply for Protective Order.
4. Institution will provide written information to complainant on how to preserve evidence.
5. Institution will assess need to implement interim or longterm protective measures to protect the complainant, if appropriate.
6. Institution will provide a "No trespass" (PNG) directive to accused party if deemed appropriate.

Evidentiary Standard: **Preponderance of the Evidence**

Incident Being Reported:

## Dating Violence

Procedure Institution Will Follow:

1. Institution will assess immediate safety needs of complainant.
2. Institution will assist complainant with contacting local police if complainant requests AND complainant provided with contact information for local police department.
3. Institution will provide written instructions on how to apply for Protective Order.
4. Institution will provide written information to complainant on how to preserve evidence.
5. Institution will assess need to implement interim or longterm protection measures to protect the complainant, if appropriated.
6. Institution will provide a "No trespass" (PNG) directive to accused party if deemed appropriate.

Evidentiary Standard: **Preponderance of the Evidence**

Incident Being Reported:

## Domestic Violence

Procedure Institution Will Follow:

7. Institution will assess immediate safety needs of complainant.
8. Institution will assist complainant with contacting local police if complainant requests AND complainant provided with contact information for local police department.
9. Institution will provide written instructions on how to apply for Protective Order.
10. Institution will provide written information to complainant on how to preserve evidence.
11. Institution will assess need to implement interim or longterm protective measures to protect the complainant, if appropriate.
12. Institution will provide a "No trespass" (PNG) directive to accused party if deemed appropriate.

Evidentiary Standard: **Preponderance of the Evidence**

## Assistance for Victims: Rights & Options

Regardless of whether a victim elects to pursue a criminal complaint or whether the offense is alleged to have occurred on or off campus, the College will assist victims of sexual assault, domestic violence, dating violence, and stalking and will provide each victim with a written explanation of their rights and options. In Michigan, a victim of domestic violence, dating violence, sexual assault or stalking has the following rights:

MCL 780.753 Information to be given victim.

### Sec. 3.

Within 24 hours after the initial contact between the victim of a reported crime and the law enforcement agency having the responsibility for investigating that crime, that agency shall give to the victim the following information in writing:

1. The availability of emergency and medical services, if applicable.
2. The availability of victim's compensation benefits and the address of the crime victims compensation board.
3. The address and telephone number of the prosecuting attorney whom the victim should contact to obtain information about victim's rights.
4. The following statements:  
"If you would like to be notified of an arrest in your case or the release of the person arrested, or both, you should call [identify law enforcement agency and telephone number] and inform them." "If you are not notified of an arrest in your case, you may call this law enforcement agency at [the law enforcement agency's telephone number] for the status of the case".  
780.754 Return of property to victim; retention of evidence.

### Sec. 4.

1. The law enforcement agency having responsibility for investigating a reported crime shall promptly return to the victim property belonging to that victim which is taken in the course of the investigation, except as provided in subsections (2) to (4).
2. The agency shall not return property which is contraband.
3. The agency shall not return property if the ownership of the property is disputed until the dispute is resolved.
4. The agency shall retain as evidence any weapon used in the commission of the crime and any other evidence if the prosecuting attorney certifies that there is a need to retain that evidence in lieu of a photograph or other means of memorializing its possession by the agency.

Further, Adrian College complies with Michigan law in recognizing orders of protection, Personal Protection Orders (PPO) and Restraining Orders by: Any person who obtains an order of protection from Michigan or any other state should provide a copy to Campus Safety and the Office of the Title IX Coordinator. A complainant may then meet with Campus Safety to develop a Safety Action Plan, which is a plan for campus police and the victim to reduce risk of harm while on campus or coming and going from campus. This plan may include, but not limited to: escorts, special parking arrangements, providing a temporary cellphone, changing classroom location or allowing a student to complete assignments from home, etc.) The College cannot apply for a legal order of protection, no contact order or restraining order for a victim from the applicable jurisdiction(s). The victim is required to apply directly for these services in conjunction with the Lenawee County Crime Victim's Rights Unit.

To obtain a PPO (Personal Protection Order) victim/petitioner would file for protection order at the Lenawee County Clerks office located at 425N.Main Street Adrian, MI 49221 517-264-4640.

The College may issue an institutional no contact order if deemed appropriate or at the request of the victim or accused. To the extent of the victim's cooperation and consent, College offices will work cooperatively to ensure that the complainant's health, physical safety, work and academic status are protected, pending the outcome of a formal College investigation of the complaint. For example, if reasonably available, a complainant may be offered changes to academic, living, or working situations in addition to counseling, health services, visa and immigration assistance and assistance in notifying appropriate local law enforcement. Additionally, personal identifiable information about the victim will be treated as confidential and only shared with persons with a specific need to know who are investigating/adjudicating the complaint or delivering resources or support services to the complainant (for example, publicly available record-keeping for purposes of Clery Act reporting and disclosures will be made without inclusion of identifying information about the victim, as defined in 42 USC 1395 (a) (20).) Further, the institution will maintain as confidential, any accommodations or protective measures provided to the victim to the extent that maintaining such confidentiality would not impair the ability of the institution to provide the accommodations or protective measures.

**The College does not publish the name of crime victims nor house identifiable information regarding victims in the campus police departments Daily Crime Log or online.**

## **Resources for victims of Domestic Violence, Dating Violence, Sexual Assault & Stalking (On-Campus)**

### **Counseling & Mental Health**

Sage Counseling Center In AC Medical Clinic  
.....**517-265-5161 ext. 4051**

### **Health**

AC Medical Clinic  
.....**517-265-5161 ext. 4214**

### **Victim Advocacy**

Dean of Students.....**517-265-5161 ext. 3142**  
Title IX Coordinator.....**517-265-5161 ext. 3931**

### **Visa Immigration Assistance**

Office of Admissions .....**517-265-5161 ext. 4326**

### **Transportation**

Office of Campus Safety.....**517-265-5161 ext. 0**

## **Off Campus Resources**

### **Counseling**

Catherine Cobb Program ..... **517-265-5352,**  
**24hr Crisis Line - 800-874-5936**

### **Health**

ProMedica Charles and Virginia Hickman Hospital  
..... **517-577-0000**

### **Mental Health**

Lenawee County  
Community Health ..... **517-263-8905**

### **Victim Advocacy**

Lenawee County Crime  
Victim's Rights Unit.....**517-264-4636, 4637**

### **Legal Assistance**

Crime Victim's Assistance/  
Legal Aid ..... **1-888-251-1598**

### **Visa Immigration Assistance**

US Citizenship & Immigration Services... **1-800-375-5283**

### **Transportation**

Adrian Dial-a-Ride ..... **517-265-6611**

### **Additional Resources**

Other resources available to persons who report being the victim of sexual assault, domestic violence, dating violence, or stalking, include:

<http://www.rainn.org> - Rape, Abuse and Incest National Network

<https://www.justice.gov/ovw/sexual-assault> - Department of Justice

<http://www2.ed.gov/about/offices/list/ocr/index.html> - Department of Education, Office of Civil Rights

## **How to be an Active Bystander**

Bystanders play a critical role in the prevention of sexual and relationship violence. They are "individuals who observe violence or witness the conditions that perpetuate violence. They are not directly involved but have the choice to intervene, speak up, or do something about it."5 We want to promote a culture of community accountability where bystanders are actively engaged in the prevention of violence without causing further harm. We may not always know what to do even if we want to help. Below is a list of some ways to be an active bystander. Further information regarding bystander intervention may be found. If you or someone else is in immediate danger, dial 911. This could be when a person is yelling at or being physically abusive towards another and it is not safe for you to interrupt.

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

## **Risk Reduction**

With no intent to victim blame and recognizing that only rapists are responsible for rape, the following are some strategies to reduce one's risk of sexual assault or harassment (taken from Rape, Abuse, & Incest National Network, [www.rainn.org](http://www.rainn.org))

1. Be aware of your surroundings. Knowing where you are and who is around you may help you to find a way to get out of a bad situation.
2. Try to avoid isolated areas. It is more difficult to get help if no one is around.
3. Walk with purpose. Even if you don't know where you are going, act like you do.

4. Trust your instincts. If a situation or location feels unsafe or uncomfortable, it probably isn't the best place to be.
5. Try not to load yourself down with packages or bags as this can make you appear more vulnerable.
6. Make sure your cell phone is with you and charged and that you have cab money.
7. Don't allow yourself to be isolated with someone you don't trust or someone you don't know.
8. Avoid putting music headphones in both ears so that you can be more aware of your surroundings, especially if you are walking alone.
9. When you go to a social gathering, go with a group of friends. Arrive together, check in with each other throughout the evening, and leave together. Knowing where you are and who is around you may help you to find a way out of a bad situation.
10. Trust your instincts. If you feel unsafe in any situation, go with your gut. If you see something suspicious, contact law enforcement immediately (local authorities can be reached by calling 911 in most areas of the U.S.).
11. Don't leave your drink unattended while talking, dancing, using the restroom, or making a phone call. If you've left your drink alone, just get a new one.
12. Don't accept drinks from people you don't know or trust. If you choose to accept a drink, go with the person to the bar to order it, watch it being poured, and carry it yourself. At parties, don't drink from the punch bowls or other large, common open containers.
13. Watch out for your friends, and vice versa. If a friend seems out of it, is way too intoxicated for the amount of alcohol they've had, or is acting out of character, get him or her to a safe place immediately.
14. If you suspect you or a friend has been drugged, contact law enforcement immediately (local authorities can be reached by calling 911 in most areas of the U.S.). Be explicit with doctors so they can give you the correct tests (you will need a urinetest and possibly others).
15. If you need to get out of an uncomfortable or scary situation here are some things that you can try:
  - Remember that being in this situation is not your fault. You did not do anything wrong, it is the person who is making you uncomfortable that is to blame.
  - Be true to yourself. Don't feel obligated to do anything you don't want to do. "I don't want to" is always a good enough reason.

Do what feels right to you and what you are comfortable with.

- Have a code word with your friends or family so that if you don't feel comfortable you can call them and communicate your discomfort without the person you are with knowing. Your friends or family can then come to get you or make up an excuse for you to leave.
  - Lie. If you don't want to hurt the person's feelings it is better to lie and make up a reason to leave than to stay and be uncomfortable, scared, or worse. Some excuses you could use are: needing to take care of a friend or family member, not feeling well, having somewhere else that you need to be, etc.
16. Try to think of an escape route. How would you try to get out of the room? Where are the doors? Windows? Are there people around who might be able to help you? Is there an emergency phone nearby?
  17. If you and/or the other person have been drinking, you can say that you would rather wait until you both have your full judgment before doing anything you may regret later.

## Adjudication of Violations

Whether or not criminal charges are filed, the College or a person may file a complaint under the Policy alleging that a student or employee violated the College's policy. How the institution determines which type of proceeding to use based on the circumstances of an allegation of dating violence, domestic violence, sexual assault or stalking. Reports of all domestic violence, dating violence, sexual assault and stalking made to Campus Safety will automatically be referred to the Title IX Coordinator for investigation regardless of if the complainant chooses to pursue criminal charges. The College disciplinary process is consistent with the institution's policy and will include a prompt, fair, and impartial investigation and resolution process transparent to the accuser and the accused. Usually, the resolution of complaints of sexual misconduct are completed within 60 days of the report, however, the proceedings timeframe allows for extensions for good cause with notice to the accuser and the accused of the delay and the reason for the delay. Investigators and hearing board members are trained annually on the issues related to domestic violence, dating violence, sexual assault, and stalking and taught how to conduct an investigation and hearing process that protects the safety of the victim and promotes accountability. The Policy provides that:

1. The accuser and the accused student each have the opportunity to attend a hearing before a properly trained hearing board that protects the safety of victims and promotes accountability;

2. The accuser and the accused will have timely notice for meetings at which the accuser or accused, or both, may be present; Title IX states that if an institution knows or reasonably should know of sexual harassment, to include sexual violence, the institution has a duty to investigate. Consequently, whether a complainant chooses to cooperate or not should not be the deciding factor for whether or not disciplinary charges are brought against an accused party. If an investigation determines that it is more likely than not that the institution's sexual misconduct policy was violated, then the "College" may assume the role of the complainant.
3. The institution will allow for timely access to the accuser, the accused and appropriate officials to any information that will be used after the fact-finding investigation but during formal and informal disciplinary meeting and hearings;
4. The institutional disciplinary procedures will not be conducted by officials who have a conflict of interest or bias for or against the accuser or the accused
5. The institution provides the accuser and accused the same opportunities to have others present during an institutional disciplinary proceeding. The accuser and the accused student each have the opportunity to be advised by a personal advisor of their choice, at their expense, at any stage of the process and to be accompanied by that advisor at any meeting or proceeding. The principal participants in a hearing may be assisted by an advisor of their choice from within the Adrian College community at the time of their appearance. The name of the advisor must be submitted in writing to the Judicial Advisor two business days prior to the hearing. The role of such an advisor will be of a counseling nature only. The advisor may not directly participate in the hearing. Official legal representation is not permitted.
6. A student conduct decision is based on the preponderance of evidence standard, i.e. "more likely than not to have occurred" standard. In other words, the conduct process asks: "is it more likely than not that the accused student violated the College's Student Conduct Code?"
7. The accuser and the accused will be notified simultaneously in writing of the result of any disciplinary proceeding, as well as any changes to those result or disciplinary actions prior to the time that such results become final; and
8. The accuser and the accused each have the right to appeal the outcome of the hearing by:
  - A decision reached by the judicial body or a sanction imposed by the judicial body or Judicial Advisor may be appealed by accused

students or complainants to the Dean of Students or designee within five (5) days of the decision. Such appeals shall be in writing and shall be delivered to the Dean of Students or his/her designee. The written appeal must state the grounds and rationale for claiming that an appeal is warranted.

- Except as required to explain the basis of new evidence, an appeal shall be limited to review of the verbatim record of the initial hearing and supporting documents for one or more of the following purposes:
  - To determine whether the original hearing was conducted fairly in light of the charges and evidence presented and in conformity with prescribed procedures giving the complaining party a reasonable opportunity to prepare and present evidence that the Student Code of Conduct was violated and giving the accused student a reasonable opportunity to prepare and to present a rebuttal of those allegations.
  - To determine whether the decision reached regarding the accused student was based on substantial evidence, that is, whether the facts in the case were sufficient to establish that a violation of the Student Code of Conduct occurred.
  - To determine whether the sanction(s) imposed were appropriate for the violation of the Student Code of Conduct which the student was found to have committed.
  - To consider new evidence, sufficient to alter a decision, or other relevant facts not brought out in the original hearing, because such evidence and/or facts were not known to the person appealing at the time of the original hearing.
- 9. If an appeal is upheld the matter may be remanded to the original judicial body and Judicial Advisor with specific instructions for reconsidering the original determination, sanction(s) or both.
- 10. In cases involving appeals by students accused of violating the Student Code of Conduct, a review of the sanction(s) may not result in more severe sanction(s) for the accused student. Instead, following an appeal, the Dean of Students may, upon review of the case, reduce or uphold, but not increase, the sanction(s) imposed by the judicial body and/or Judicial Advisor.
- 11. In cases involving appeals by persons other than students accused of violating the Student Code of Conduct, the Dean of Students may, upon review of

the case, reduce, uphold or increase the sanction(s) imposed by the original judicial body or Judicial Advisor. And will be notified simultaneously in writing, of any change to the result prior to the time that it becomes final and of the final result after the appeal is resolved. A person alleging sexual assault, domestic violence, dating violence, or stalking may also utilize the complaint and investigatory procedures set forth in the College's policy against Sexual Harassment [http://adrian.edu/uploads/files/sexualassault\\_9\\_10.pdf](http://adrian.edu/uploads/files/sexualassault_9_10.pdf) in order to remedy any hostile environment. All conduct proceedings against students, however, will be resolved through the enforcement of the Student Handbook.

When a complainant does not consent to the disclosure of his or her name or other identifiable information to the alleged perpetrator, the College's ability to respond to the complaint may be limited. Confidentiality The College will protect the identity of persons who report having been victims of sexual assault, domestic violence, dating violence, or stalking to the fullest extent of the law and as previously mentioned in this document.

## Student Sanctions and Protective Measures

In all cases, investigations that result in a finding of more likely than not that a violation of the POLICY occurred will lead to the initiation of disciplinary procedures against the accused individual. College sanctions including,

1. The following sanctions may be imposed upon any student found in violation of the Student Code of Conduct:
  - Admonition — An oral statement to the student offender confirming violation of the Student Code of Conduct.
  - Official Warning – A notice in writing that the student is violating or has violated College regulations.
  - Educational Sanctions – Work assignments, community service to the College, or other related discretionary assignments (such assignments must have the prior approval of the Judicial Advisor).
  - Loss of Campus Privileges – Denial of specified privileges for a designated period of time.
  - Fines – Previously established fines may be imposed.
  - Restitution – Compensation for loss, damage, or injury. This may take the form of appropriate service, monetary and/or material

replacement.

- Disciplinary Probation – A temporary suspension of a person's good standing in the College. Disciplinary probation is for a designated period of time and includes the probability of more severe disciplinary sanctions if the student is found to be violating any College regulation(s) during the probationary period. The student remains enrolled in the College but under the stated conditions of the probation.
- Directed Move – A change in on-campus living assignment.
- Mandated Counseling – An assessment with the College Counseling Services or off-campus personnel may be required, in addition to following a prescribed treatment program.
- Campus Housing Suspension – Separation of the student from campus housing for a definite period of time, after which the student is eligible to return. Conditions for readmission may be specified. No fees paid for room and board will be returned to the student. The student must leave campus housing within 24 hours of housing suspension unless granted permission in writing by the Dean of Students to stay longer.
- Campus Housing Dismissal – Permanent separation of the student from campus housing. No fees paid for room and board will be returned to the student. The student must leave campus housing within 24 hours of housing dismissal unless granted permission in writing by the Dean of Students to stay longer.
- Deferred Suspension – Action on a suspension is deferred when it is deemed to be in the best interests of the student and the College, thereby allowing the student to continue study in the normal manner. Failure to complete any of the additional expectations by the stated deadlines will lead to the immediate implementation of suspension without further hearing.
- College Suspension – Suspension establishes a fixed period of time during which the student may not participate in any academic or other activity of the College. Suspension means that the student is physically separated from the College, must leave the campus and remain off-campus during the period of suspension. The student must leave campus within 24 hours of the suspension unless granted permission in writing by the Dean of Students to stay longer. During the suspension period, the student may return to campus only for official business if given prior written

approval by the Dean of Students. (See Policy Concerning Co-Curricular Participation During Suspension.) At the end of the suspension period, the student may apply for readmission to the College; the application must be approved by the Dean of Students. In cases where the suspension prevents completion of the semester's academic work, the student will receive a "W," in the semester's classes. Parents or guardians of a dependent student may be informed of the disciplinary suspension of a student.

- College Dismissal – Permanent termination of student status, with no option to reapply. As with College Suspension (see above), dismissed students are required to leave campus within 24 hours of dismissal unless granted permission in writing by the Dean of Students to stay longer and may return to campus only with prior written approval from the Dean of Students. Parents or guardians of a dependent student may be informed of all actions of dismissal. The student will receive a grade of "W" in the semester's classes.

This grade may be imposed upon those determined to have violated this policy. For students, sexual assault, domestic violence, dating violence, and stalking are violations of the Student Conduct Code. Employees who violate this policy will be subject to discipline, up to and including termination of employment. Sexual assault, domestic violence, dating violence, and stalking are criminal acts which also may subject the perpetrator to criminal and civil penalties under federal and state law.

The Title IX Coordinator or their designee will determine whether interim interventions and protective measure should be implemented, and, if so, take steps to implement those protective measures as soon as possible. Examples of interim protective measures include, but are not limited to: a College order of no contact, residence hall relocation, adjustment of course schedules, a leave of absence, or reassignment to a different supervisor or position. These remedies may be applied to one, both, or multiple parties involved. Violations of the Title IX Coordinator's directives and/or protective measures will constitute related violations that may lead to additional disciplinary action. Protective measures imposed may be temporary pending the results of an investigation or may become permanent as determined by Adrian College. The College will, upon written request, disclose to the alleged victim of a crime of violence, or a non-forcible sex offense, the report on the results of any disciplinary proceeding conducted by such institution against a student who is the alleged perpetrator of such crime or offense. If the alleged victim is deceased as the result of such crime or offense, the next of kin of such victim shall be treated as the alleged victim for purposes of this paragraph.

## Sex Offender Registration

The federal Campus Sex Crimes Prevention Act, enacted on  
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October 28, 2000, requires institutions of higher education to issue a statement advising the campus community where law enforcement agency information provided by a State concerning registered sex offenders may be obtained. It also requires sex offenders already required to register in a State to provide notice, as required under State law, of each institution of higher education in that State at which the person is employed, carries on a vocation, volunteers services or is a student. In Michigan, convicted sex offenders must register with the Michigan State Police Link to: [Michigan Sex Offenders List](#) or <https://www.michigan.gov/msp/services/sex-offender-reg>

## Annual Fire Safety Report

The Campus Fire Safety Right-to-Know Act is an amendment to the Higher Education Opportunity Act. This amendment serves to increase campus fire safety awareness across the nation, providing students and their families with the fire safety records of colleges and universities. Signed into law on August 14, 2008, this amendment requires post-secondary institutions to publish fire safety information and statistics, much as is already done with other crime statistics, such as campus theft and assault.

Additionally, the National Student Loan Program requires all eligible Title IV institutions that maintain on-campus student housing facilities to publish an annual fire safety report that contains information about campus fire safety practices and standards of the institution. The statistics include the number, cause, related injuries and deaths, and property damages associated with each fire. In addition, each institution is required to report fire safety information to the U.S. Department of Education.

Collectively, this information provides prospective and current students information regarding the policies, concerns, and fire safety conditions that are present at Adrian College.

## On-Campus Crime, Fire Statistics and Protocol

The following statistics are compiled according to and required by the Higher Education Act, amended 2012. Adrian College adheres to the local fire code and performs fire evacuation drills for student housing, according to code requirements. The Campus Safety team and Residence Life staff work together to provide the residents with fire safety educational programs. Fire safety equipment is checked by Physical Plant and the Residence Life Department.

All resident halls are equipped with fire alarm systems and portable fire extinguishers. All resident hall rooms have smoke detectors which are hard wired into a central fire alarm system. The hallways are equipped with fire doors to stop the spread of fire.

## Policies

- Smoking must occur at least 25 feet from any building on campus.
- Residents are not to permitted to burn candles, incense, potpourri or tart burners (with flame or electrical outlet) or create any "open flame" situation at any-time.
- All electrical appliances must be UL approved. In addition, due to extreme risk of fire, halogen lamps are not permitted in campus housing.
- If a fire occurs on campus, Campus Safety must be contacted immediately.

### Evacuation Procedure

When a fire alarm sounds, all residents must vacate and follow staff instructions. Leave by the nearest marked exit and alert others on the way. Once outside, proceed to designated meeting area.



**Adrian College Fire Safety Systems in Residential Facilities 2022**

Name of Facility	Fire Alarm Monitoring by Campus Safety	Partial * Sprinkler System	Full ** Sprinkler System	Fire Alarms and Smoke Detectors	Fire Extinguisher Devices	Evacuation Plans Posted	Number of evacuation drills each calender year
Davis Hall	X			X	X	X	2
Powell Hall	X			X	X	X	2
Feeman Hall	X			X	X	X	2
Stevens Hall	X			X	X	X	2
College View South				X	X		0
College View North	X		X	X	X		0
College View West				X	X		0
Cargo Hall	X			X	X	X	2
Jarvis Hall	X			X	X	X	2
Estes Hall	X			X	X	X	2
Pellowe Hall	X	X		X	X	X	2
Deans Hall	X			X	X	X	3
Lowry Hall	X			X	X	X	2
Herrick Hall	X			X	X	X	2
Sigma Alpha Epsilon				X	X		0
Alpha Tao Omega				X	X		0
Tao Kappa Epsilon				X	X		0
Pi Kappa Alpha				X	X		0
Theta Chi				X	X		0
1205 Michigan				X	X		0
1207 Michigan				X	X		0
1310 Michigan Ave				X	X		0
1316 Michigan Ave				X	X		0
1320 Michigan Ave				X	X		0
1328 Michigan Ave				X	X		0
1334 Michigan Ave				X	X		0
1340 Michigan Ave				X	X		0
1356 Michigan Ave				X	X		0
1370 Michigan Ave				x	x		0
1380 Michigan Ave				X	X		0
314 S. Madison				x	x		0
107 N. Charles				x	x		0
116 Charles St.				X	X		0
142 Charles St.				X	X		0
160 Charles St.				X	X		0
147 N. Madison St.				X	X		0
Brick West Apartments				X	X		0
Brick East Apartments				X	X		0
Argyle Apartments				X	X		0
* Partial Sprinkler System is defined as having sprinklers in the common areas only							
**Full Sprinkler System is defined as having sprinklers in both common areas and individual rooms.							

ADRIAN COLLEGE												
2023 Annual Security and Fire Safety Report												
Campus Crime Statistics												
Offense ** (Reported by Hierarchy)	On-Campus			On-Campus Residence			Non-Campus			Public		
	2022	2021	2020	2022	2021	2020	2022	2021	2020	2022	2021	2020
Murder/Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0
Sexual Offenses: Total * ***	1	4	0	0	0	0	0	0	0	0	0	0
Rape	1	3	0	1	3	0	0	1	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	2	0	0	2	0	0	0	0	0	0
Aggravated Assault	1	0	1	1	0	1	1	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	1	0	0	0	0	0	0	0	0	0	0	0
<b>Crimes not reported by Hierarchy</b>												
Arson	0	0	0	0	0	0	0	0	0	0	0	0
Stalking (VAWA)	2	0	0	0	0	0	0	0	0	1	0	0
Domestic Violence (VAWA)	0	0	2	0	0	1	0	0	0	0	0	0
Dating Violence (VAWA)	3	3	2	1	3	2	1	0	0	0	0	0
<b>ARRESTS</b>												
Liquor Law Violations	0	0	0	0	0	0	0	0	0	0	0	0
Drug Violations	0	0	0	0	0	0	0	0	0	0	0	0
Weapons Violations	0	0	0	0	0	0	0	0	0	0	0	0
<b>NON-ARREST CAMPUS REFERRALS</b>												
Alcohol	16	5	13	14	5	13	0	0	2	0	0	0
Drug Violations	0	1	0	0	0	0	0	0	0	0	0	0
Weapons Violations	0	0	0	0	0	0	0	0	0	0	0	0
<i>There were no hate crimes reported in 2020, 2021 or 2022</i>												
<i>* NOTE: Sodomy, attempted sexual assaults and sexual assault with an object are included in the rape category.</i>												
<i>**On Campus Residence crimes are included in the On-Campus numbers.</i>												
<i>*** Reports of crimes include anonymous reports made to campus counselors and security officials (excluding professional and pastoral counselors). These statistics represent anonymous reports believed by the reporter have been made in good faith, but for which no verifications has been established.</i>												

## Definitions

**Hate Crimes:** Each statistic, resulting in bodily injury that is motivated by a type of bias or prejudice will have a superscript notation for the type of bias. A number in superscript parenthesis indicates the number out of the total number of incidents that were motivated by each type of bias. The type of bias or prejudice is coded as follows: Race = ra, Gender = g, Religion = re, Sexual Orientation = s, Ethnicity = e, Disability = d.

**Non-campus property:** Data in this category could not be determined; information from the local law enforcement agency, Adrian Police Department, could not be broken down by crimes relating to the Clery Act or geographical location specific to this institution.

**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 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. 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.

**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.

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

**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.

**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.

**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, methadones); and dangerous non-narcotic drugs (barbiturates, Benzedrine).

**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.) NOTE: The above listed crime definitions from the Uniform Crime Reporting Handbook

## Sex Offense Definitions

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

**Rape:** (except Statutory Rape)

The carnal knowledge of a person, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental or physical incapacity. This offense includes the rape of both males and females as long as at least one of the offenders is the opposite sex of the victim. Black's Law Dictionary, 6th ed., defines carnal knowledge as "the act of a man having sexual bodily connections with a woman; sexual intercourse." There is carnal knowledge if there is the slightest penetration of the sexual organ of the female (vagina) by the sexual organ of the male (penis).

**Sodomy:** Oral or anal sexual intercourse with another person, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental or physical incapacity

**Sexual Assault with an object:** To use an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another person, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental or physical incapacity. An "object" or "instrument" is anything used by the offender other than the offender's genitalia, e.g., a finger, bottle, handgun, stick.

**Fondling:** The touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental or physical 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 if the offender used or threatened the use of force or the victim was incapable of giving consent because of his/her youth or mental impairment, either temporary or permanent, law enforcement should classify the offense as Rape, not Statutory Rape.

## "AC ALERT"

### Emergency Mass Notification System

Adrian College utilizes multiple methods to notify the campus community of emergency situations. These notification methods are provided under the title of AC Alert. The notifications may use some or all of the notification methods available based upon the situation. AC Alert notifications are based upon situations where a continuing threat to campus safety is present. Some examples of situations where an alert would be issued are a building fire, a hazardous material spill/leak, severe weather related threat, or an active shooter.

Students are automatically enrolled in AC Alert. Staff and faculty can register for AC Alert at: <http://adrian.edu/acalert>

AC Alert Notification Methods:

1. SMS text messages
2. E-mail notifications
3. Emergency Siren/ Public Address system
4. Social media- Facebook & Twitter
5. Local media- television and radio

The Goal of AC Alert

Is that the campus community can take precautions in the

case of a dangerous situation. Not every individual will be reached. The campus community is asked to spread AC Alerts to others. The decision to issue an alert is based upon several factors. Information provided by witnesses, first responders, and others directly familiar with the circumstances may all be considered before an alert is issued. Verification of a threat to health and safety of the campus community will be based on the best information available so as not to result in an undue notification delay.

**Dissemination and Responsibility for Issuing Alerts** will reach subscribers regardless of their actual location when the notification system is activated. In addition to alerting AC Alert subscribers, email can be used to notify every member of the campus community with an adrian.edu address. Messages for the most likely campus emergencies are scripted and ready to be immediately sent. Operators with message release authority also have the ability to draft an instant message in the event none of the pre-scripted messages are sufficient or more specific details are appropriate. Text messages are generally short and very direct due to character limitations. The initial AC Alert is primarily designed to notify quickly of a dangerous situation. The campus community is encouraged to seek additional information after becoming aware of an emergency. The campus notification system uses various communication methods that vary in delivery speed and more details can be provided in e-mail and on the web. When an emergency is reported and the incident verified, the Adrian College Campus Safety

Department Shift Supervisor is the primary person with the authority to send messages.

Alerts may also be activated by the Campus Safety Command Staff and the Public Relations Department. There is no delay or layered approval process that must occur before an alert may be sent. Providing for a safe campus and taking necessary steps to mitigate the emergency will always be the top priority.

#### Determining the Contents of the Emergency Notification

1. The first message is intended to alert the community or appropriate segment of the campus community of the dangerous condition and the actions they should take to safeguard their and their neighbor's safety. Messages distributed in this stage of a rapidly unfolding critical incident will generally be short, precise, and directive. Examples include: "The campus is experiencing a major power outage affecting the following buildings: Brown, Red, White, and Yellow Halls. All occupants of these buildings should immediately evacuate and meet at the designated building rally point." "There is a chemical spill at Brown Hall. The chemical released is extremely hazardous if inhaled. Occupants of Brown Hall should immediately evacuate the building through the northeast exits. Follow the directions of fire personnel who are on scene."

2. The second message is intended to inform the community or appropriate segment of the campus community about additional details of the situation. This message is generally distributed once first responders and the Emergency Operations Center has additional information about the dangerous situation. Examples include: "The power outage affecting Brown, Red, White, and Yellow Halls is caused by a cut power line. Consumers Energy is responding along with Facilities personnel to repair the damage. We expect the outage will last until 2:00 p.m. Refer to the College homepage for additional information or dial.
3. Finally, the third message is the Reassure notice that is generally distributed once the situation is nearly or completely resolved. The purpose of this message is to reassure the community that the College is working diligently to resolve the dangerous situation. It can also be used to provide additional information about the situation and where resources will be available. In those cases where there are no pre-determined template messages in the system, the individual issuing the alert will send develop the most succinct message to convey the appropriate message to the community. The goal is to ensure individuals are aware of the situation and that they know the steps to take to safeguard their personal and community safety.

**AC Alert Testing** The AC Alert system checked during the spring and fall semesters through a published announcement and full activation. All Adrian College Faculty, Staff and Students are automatically signed up for AC Alert. Those choosing to not receive messages must opt out of the program.



### CAMPUS INDEX

CODE	NAME	GRID	CODE	NAME	GRID
ADRN	Adrian Innovation Center	1E	MERI	Merillat Sport and Fitness Ctr.	2C
ADTO	Adrian Tobias Center	4B	NICO	Nicolay Field	1A
ATO	Alpha Tau Omega Housing	4B	PEEL	Peelle Hall	3C
ARENA	Arrington Ice Arena	2B	PELL	Pellowe Hall	2B
ARGL	Argyle Apts	2-3D	PKS	Phi Kappa Sigma Housing	3D
CAIN	Caine Student Center	4C	PIKE	Pi Kappa Alpha Housing	2-3C
CARGO	Cargo Hall	3D	PLANT	Plant Facilities	1E
CASC	Cascade Circle	4B	POWL	Powell Hall	4B
CVSA	College View South Apts	4A	PRAC	Practice Fields	1E
CVNA	College View North Apts	4D	RTCH	Ritchie Marketplace	4B
CVWA	College View West Apts	2-3C	RUSH	Rush Center	3B
CPLZ	Commencement Plaza	4C	SHIP	Shipman Library	3C
CRAFT	Craft Tennis Complex	1C-D	SAE	Sigma Alpha Epsilon Housing	5A
DAVIS	Davis Hall	4B	SBALL	Softball Field	1E
DAWS	Dawson Auditorium	3B	SPNC	Spencer Hall	3B
DICK	Dick Indoor Practice Facility	1E	STAN	Stanton Administration Bldg.	3-4C
DOCK	Docking Stadium	2C	STEVE	Stevens Hall	4B
DOWN	Downs Hall	4C	TKE	Tau Kappa Epsilon Housing	4A
ESTES	Estes Hall	4D	TERR	Terrace	4C
FACL	Faculty Housing	3D	THM	Theme Housing	2-3C and 3D
FEEM	Feeman Hall	4B	THMM	Theme Housing/Michigan Ave.	3B
GOLD	Goldsmith Center	3B-C	TC	Theta Chi Housing	5A
HERR	Herrick Chapel	3C	THOM	Thomas Pavilion	2B
INTR	Intern Housing	4A	TRAK	Track & Field	1D
JARV	Jarvis Hall	4D	VALA	Valade Hall	4C
JONES	Jones Hall	3C	WARD	Ward Admission House	5C
MAHN	Mahan Hall	3-4C	WOW	WOW Wingery and Cafe	2B

### CLERY GEOGRAPHY

#	NAME	COLOR
1	Non-Campus Property	Yellow
2	On-Campus Property	Green
3	Public Property	Blue

### PARKING

#	TYPE	NAME	GRID
1	Residential	Adrian Tobias Lot	4B
2	Residential	Alpha Tau Omega (ATO) Lot	4B
3	Residential	Cargo Lot	3D
4	Residential	CVSA Resident Street Parking	4B
5	Residential	Dawson Lot	3B
6	Residential	Jarvis Lot	4D-E
7	Residential	Lowry Lot	3D
8	Residential	Mahan Lot	4C
9	Residential	Merillat Lot	2B
10	Residential	Pellowe Hall Lot	2B
11	Residential	Pi Kappa (PIKE) Lot	2C-D
12	Residential	Powell Lot	3B
13	Residential	Sigma Alpha Epsilon (SAE) Lot	2B
14	Residential	Tau Kappa Epsilon (TKE) Lot	4A
15	Residential	Theta Chi (TC) Lot	5A
16	Residential	Valade Lot	4C-D

**PARKING KEY**

- Standard Residential
- Standard Residential & Guests
- Fraternity Members Only
- Faculty/Staff (7 am - 5 pm Only)\*
- Special Events Only
- College View South Residents

\* Students with valid parking permits may park from 5 pm - 7 am, weekdays and all day on weekends. Vehicles must be removed by 7 am to avoid being ticketed, booted and/or towed.