



**in Northeastern Maryland**

**Annual Campus Security  
&  
Fire Safety Report**

**2015**



**Towson University in Northeastern Maryland**

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### ***Non-Discrimination Statement***

*Towson University’s policies, programs, and activities comply with federal and state laws and University System of Maryland policies prohibiting discrimination on the basis of race, color, religion, age, national origin, sex, disability, sexual orientation, and gender identity or expression and veteran status.*

## 1.00 INTRODUCTION

The Federal Student Right-to-Know, Crime Awareness and Campus Security Act now cited as the “Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act,” (Clery Act ) as amended by the Higher Education Opportunity Act of 2008, requires institutions of higher learning to prepare, publish, and distribute a report concerning certain campus crime and fire statistics, as well as policies concerning security, personal safety, fire safety, emergency response and missing on-campus residential students, on an annual basis through appropriate publications, mailings or computer networks to all current students and employees, and all prospective students and prospective employees upon request. This publication contains the annual report concerning specific campus crime and arrest statistics as well as information about campus policies and practices intended to promote awareness, campus safety and security.

Copies of this report may be obtained by visiting the Administrative office at Towson University in Northeastern Maryland, 510 Thomas Run Rd., Bel Air, MD 21015 or from the Towson University Office of Public Safety, 8000 York Rd. Towson Md. 21252 or by visiting the Towson University Office of Public Safety Web page located at:

<http://www.towson.edu/publicsafety/>

## 2.00 HARFORD COMMUNITY COLLEGE DEPARTMENT OF PUBLIC SAFETY



In September 2014, Towson University opened its doors in Harford County, Maryland on the Harford Community College campus. Towson University has entered into a contractual agreement with Harford Community College (HCC), whereby HCC’s Department of Public Safety will provide physical security, investigative services, public safety education, first aid, and other assistance to students, employees, and visitors to **Towson University in Northeastern Maryland (TUNE)**.

The HCC Department of Public Safety is committed to maintaining a safe environment for all students, employees, and visitors on HCC property.

The HCC Department of Public Safety has the primary responsibility for serving the safety and security needs of the campus community. In meeting this responsibility, all campus buildings and facilities are patrolled and inspected regularly to ensure a safe and comfortable academic environment where learning is the central focus. Located on the first floor of the Library, the Public Safety staff is on duty 24 hours a day, 365 days a year.

No community can be completely risk-free in today's society. Safety and security are everyone's responsibility. Therefore, the collective efforts of students and staff in collaboration with the Department of Public Safety are necessary. Students, staff, and visitors are partners in maintaining an environment that is safe and conducive to the learning process. Everyone is asked to be alert, security conscious, and involved.

## **2.01 Enforcement Authority**

HCC employs Special Police Officers who are commissioned with powers of arrest and the enforcement of criminal and motor vehicle laws on campus. Most incidents on campus are investigated by HCC Special Police Officers. A close working relationship is also maintained with the Harford County Sheriff's Office. The Harford County Sheriff's Office may be called upon for assistance when warranted or upon request of the victim.



Towson University encourages any member of the TUNE community who is the victim of a crime on campus, or who witnesses a crime on campus, to promptly call the HCC Department of Public Safety at **443-412-2272**. Towson University's policies encourage accurate and prompt reporting of all crimes to HCC Public Safety or local law enforcement when the victim of a crime elects to report the incident or is unable (physically or mentally) to make such a report.

## **2.02 Mission Statement**

Harford Community College's Department of Public Safety is committed to maintaining a safe environment for all students, employees, and visitors on College property. The Department of Public Safety provides physical security, investigative services, public safety education, first aid, and other assistance in a professional and courteous manner.

## **2.03 Allied Police Support**

A memorandum of understanding for the coordination of law enforcement responsibilities between the Harford Community College and the Harford County Sheriff's Office has been established. This document clarifies and affixes law enforcement responses to emergencies, investigation of certain crimes, and jurisdictional boundaries.



## **3.00 REPORTING CRIMINAL ACTIVITY**

All suspected criminal offenses should be reported to the Public Safety Office either by telephone (call **2272** from any campus phone, or **443-412-2272** from any outside phone), or in person.

The Public Safety Office is located in the lower level of the Library, and Public Safety staff officers are on duty 24/7. In addition to reporting offenses to the Public Safety office, students, faculty, and visitors may also report offenses to the HCC Student Development office by calling 443-412-2142, 443-412-2345, or 443-412-2233.

All members of the campus community may report crimes directly to the Harford County Sheriff's Office.

## **3.01 Limited Voluntary/Confidential Reporting**

Towson University encourages anyone who is a crime victim or witness to promptly report the incident to the police when the victim of such crime elects or is unable (physically or mentally) to make such a report. Because police reports are public records under state law, law enforcement agencies cannot hold reports of a crime in confidence. Confidential reports for the purposes of inclusion in the annual disclosure of crime statistics can generally be made to other campus security authorities.

Professional and pastoral counselors are exempt from certain reporting requirements when they are acting within the scope of their professions. The university encourages counselors and clergy; if and when they deem it appropriate, to tell the people they counsel about how to report crimes on a voluntary, confidential basis to any Campus Security Authority (CSA).

In keeping with federal guidelines, it is the policy of Towson University that all crimes specified by the Federal Student Right-to-Know, Crime Awareness and Campus Security Act now cited as the “Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act,” (Clery Act) as amended by the Higher Education Opportunity Act of 2008 reported to any campus security authority must be relayed to the HCC Department of Public Safety. Professional and pastoral counselors are exempt from this requirement when they are acting in their official capacities.

### **3.02 Emergencies**

Anyone who is the victim or witness of a crime or emergency on campus should **immediately** call Public Safety at **443-412-2272**. Fire and medical emergencies should be reported by calling **911** from any telephone, including cellular. The HCC Department of Public Safety has staff on duty and available to assist 24 hours a day, every day of the year.

### **3.03 Procedures**

A uniformed special police officer is dispatched to conduct an initial investigation, gather information, and seek physical evidence whenever a crime is reported. The investigating officer attempts to determine the basic facts by questioning all persons involved in the incident as well as any witnesses. Basic and necessary questions, including home address, telephone number, and date of birth, are asked. Please bear in mind that the special police officer, by asking detailed questions, is attempting to solve the crime and apprehend anyone responsible for the crime. The crime scene (area where the incident occurred) must not be disturbed in order to preserve physical evidence such as fingerprints. Each member of the university community is asked to be observant and to pay attention to descriptions of persons including clothing worn and vehicles, including license plate numbers. Any suspicious person observed in or around your classroom, office, or work area should be reported to Public Safety **immediately at 443-412-2272**.

### **3.04 Campus Security Authorities**

The Clery Act mandates that institutions disclose statistics for crimes reported to local police agencies and crimes reported to Campus Security Authorities (CSAs). The intent of including non-law enforcement personnel as CSAs is to acknowledge that many individuals, and students in particular, are hesitant about reporting crimes to the police, but may be more inclined to report incidents to other campus-affiliated individuals.

A Campus Security Authority is:

- A campus law enforcement unit;
- Any individual or individuals who have responsibility for campus security but who do not constitute a campus security department, such as an individual who is responsible for monitoring entrance into school property, such as an access monitor;
- An individual or organization specified in a school’s campus security statement as the individual or organization to which students and employees should report criminal offenses; and
- An official of a school who has significant responsibility for student and campus activities including, but not limited to, student discipline and campus judicial proceedings.

Although we encourage the reporting of campus criminal activity directly to HCC Public Safety, in some instances members of the campus community may choose to file a report with one of the other campus security authorities. CSAs should immediately report any reportable incident to Towson University Police by downloading and completing a “[Clery Incident Report](#)” form. CSA reports must provide sufficient details to allow proper classification and reporting of the offense to the Department of Education. Send completed reports to the TUPD at the main campus by email, fax, or U.S. mail. The university police also send annual letters to CSAs to solicit any reportable crimes. The university’s list of CSAs is updated annually.

**CSAs – Towson University in Northeastern Maryland**

- Executive Director, TUNE
- Director, Student Services, TUNE
- Operations Manager, TUNE

**3.05 Staff and Faculty Disciplinary Referrals**

Regardless of criminal prosecution decisions, all criminal cases involving students are referred by the TUPD to the university's Office of Student Conduct and Civility Education. When there is evidence that a student has committed a crime on campus, disciplinary actions at the university may proceed whether or not criminal charges involving the same incident have been adjudicated or dropped. See also the [Towson University Code of Student Conduct](#).

**3.06 Annual Clery Notice Distribution – Towson University**

The Towson University “Clery Notice” is distributed by email every October to all current students and employees. The “Clery Notice” is also available through various web sites and printed in several campus publications to ensure wide dissemination and satisfy federal law mandates.

This table summarizes various “Clery Notice” compliance mechanisms.

Distribution Method	Current Students	Prospective Students	Current Employees	Prospective Employees
TU Web Site – Home Page	X	X	X	X
TU Admissions Web Site	X	X		
TU Brochure – Transferring to TU	X	X		
TU Student Catalogue	X			
TU Office of Public Safety Web Site	X	X	X	X
TUPD Web Site	X	X	X	X
TUPD – Hard Copy	X	X	X	X
TU Environmental Health & Safety Web Site	X	X	X	X
TU Office of Human Resources Web Site	X	X	X	X
TU OHR Employment Application			X	X
TU OHR New Employee Packet				X
TU Daily Digest – Annual Announcement	X		X	
TU Annual (Oct.) All-Campus Email	X		X	
TU Events & Conference Guest Guide	X		X	

**3.07 Daily Crime Log** - A daily log of all criminal offenses reported on the campus is maintained by the HCC Public Safety and is available for public inspection between the hours of 8 AM and 4 PM, Monday through Friday, excluding holidays when the college is closed. The Daily Crime Log is posted at the window of Public Safety for students to view. Copies are available upon request. The Public Safety office is located on the first floor of the Library.



Public Safety may withhold information from the daily crime log if releasing the information would jeopardize an ongoing criminal investigation, the safety of an individual, cause a suspect to evade detection or flee, and/or result in the destruction of evidence.

The Department of Public Safety's crime log covers at least the most recent 60-day period, and it is open for public inspection during normal business hours. Printed crime log information dating back more than 60 days will be made available for inspection within two business days of a request.

#### **4.00 CRIME PREVENTION**

One of the essential ingredients of any successful crime prevention program is an informed public. It is the intent of Towson University and Harford Community College to inform students and staff in a timely manner of any criminal activity or security problem that may pose a reasonable threat to their physical safety.

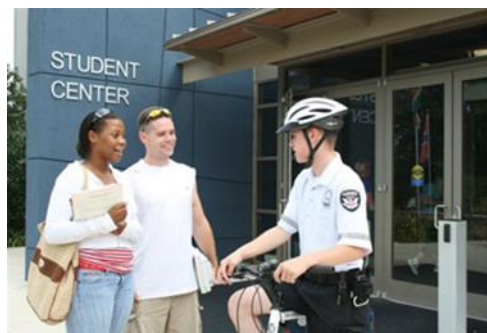
HCC College Life sponsors crime awareness/prevention programs including forums on self-defense and lectures on prevention of date rape. Notices of scheduled events are posted on OwlNet, placed in the student newspaper, and published in other schedules of events.

The HCC College Life and HCC Wellness Office sponsor crime awareness/prevention programs from which information can be obtained. Notices of scheduled events are posted on bulletin boards throughout the campus, published in the Harford Owl, and advertised in other schedules of events. Programs include forums on self-defense and lectures on prevention of rape, acquaintance or date rape, and other forcible and non-forcible sex offenses. Campus facilities to be used for these programs are available and accessible to students and staff during the College's normal operating hours.

In the event of a campus emergency, HCC may activate the emergency notification system, HCC *AlertMe*. Students must keep their contact information updated through OwlNet.

#### **4.01 Escort Services**

The HCC Department of Public Safety operates an escort service at all times for use by any person concerned about his or her safety while on campus. To request to be escorted on campus, contact the Department of Public Safety, and remain in a well-lit or populated area while waiting for the Public Safety Officer. Escort services may be arranged by calling the Department of Public Safety 443-412-2272.



#### **4.02 Theft Prevention**

Theft is the most common crime problem on college campuses. Students should take reasonable and prudent precautions to safeguard their persons and property, be watchful and cautious for suspicious persons and circumstances, and be aware of their surroundings and the presence of people they do not know. Never leave valuables unattended. HCC Public Safety offers free engraving to any member of the HCC/TUNE community. Members may have valuables such as electronics, bicycles, etc., engraved with a driver's license or other identifying number to facilitate the recovery of property that is lost or stolen.

## 5.00 CRIME ALERTS

Emergency notifications (*AlertMe*) will be issued when it is determined that there is a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees occurring on campus. *AlertMe* will be activated without delay upon verification of an incident that meets the above criteria so long as issuance does not compromise efforts to respond to, contain, or otherwise mitigate the emergency.

Registering for emergency notification through *AlertMe* is required by entering personal information through OwlNet. *AlertMe* will send phone, e-mail, and text alerts to information provided by students and employees.

In order to receive emergency messages through HCC's *AlertMe* notification system, TUNE students must keep their contact information updated through OwlNet.

The decision to alert will be based upon information known at the time of the incident. The authority to alert is limited to Harford Community College staff that is trained to operate the emergency notification system including, but not limited to:

- VP and AVP for Student Development;
- AVP for Operations;
- VP Finance, Operations, Government Relations, and;
- VP for Marketing, Development and Community Relations (as appropriate)
- HCC Public Safety Staff

A follow-up message is required after activation of the initial alert when the situation or threat is cleared or as updates are appropriate on the situation.

The methods for dissemination of the emergency alert include:

- Emergency Notification Line – Call 443-412-2322 for a recorded message.
- The Harford Community College website: [www.harford.edu](http://www.harford.edu)
- Harford Community College Email
- Building Notices: Signs at building entrances and doors throughout the buildings.
- WHFC 91.1 FM: Tune in for updates.
- Route 22 Electronic Sign
- Computer Message – For all users logged into the campus network
- Campus Voice Mail Broadcast (Employees only)
- Public Address Broadcast for Quad Area
- Public Address Message from Campus Vehicle
- Word of Mouth from Harford Community College Employees

For more information on *AlertMe*: <http://www.harford.edu/about/safety.aspx>.

## 6.00 DOMESTIC VIOLENCE, DATING VIOLENCE, SEXUAL ASSAULT, STALKING AND HARASSMENT PREVENTION

Towson University [06-01.70 Policy on Dating Violence, Domestic Violence and Stalking](#) and the USM [VI-1.60 Policy on Sexual Misconduct](#) were adopted in 2014 as part of the TU & USM commitment to provide a working and learning environment free from sexual misconduct, including sexual and gender-based harassment, sexual violence and assault, dating violence, domestic violence, sexual exploitation and sexual intimidation, stalking, and hate violence.



Towson University prohibits and does not tolerate sexual misconduct, harassment, or acts of violence.

These university departments contribute greatly toward these efforts.

- Office of Student Conduct and Civility Education (410-704-2057)
- University Fair Practices Officer (410-704-2361)
- Assistant to the President for Diversity and Equal Opportunity (410-704-2360)
- Counseling Center (410-704-2512)
- Women's Center (410-704-2666)
- Towson University Police Department (410-704-4444)

It is important that students, faculty and staff understand these terms as defined in Towson University policies:

- **Consent:** Consent is active. Silence, in and of itself, cannot be interpreted as Consent. Consent can be given by words or actions, as long as those words or actions create mutually understandable permission. Consent to one form of sexual activity does not imply Consent to other forms of sexual activity. Previous relationships or Consent does not imply Consent to future sexual acts. Consent cannot be procured by use of physical force, compelling threats, or Coercion. In order to give effective Consent, one must not be mentally or physically incapacitated (e.g., by alcohol or drugs, unconsciousness, mental disability).
- **Domestic Violence:** Federal law definition: The term "domestic violence" includes felony or misdemeanor crimes of violence committed by a current or former spouse of the victim, by a person with whom the victim shares a child in common, by a person who is cohabiting with or has cohabited with the victim as a spouse, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving grant monies, or by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction. There is no Maryland law definition of domestic violence (it is not distinguished from general crimes of violence, such as assault).
- **Dating Violence:** Federal law definition: The term "dating violence" means violence committed by a person (A) who is or has been in a social relationship of a romantic or intimate nature with the victim; and (B) where the existence of such a relationship shall be determined based on a consideration of the following factors: (i) the length of the relationship; (ii) the type of the relationship; (iii) the frequency of interaction between the persons involved in the relationship. There is no Maryland law definition of dating violence (it is not distinguished from general crimes of violence, such as assault).
- **Retaliation:** Retaliation against a Complainant or a person who provides information in support of a Complainant is prohibited. Any person who retaliates against a Complainant or a person who provides information in support of a Complainant shall be subject to disciplinary action as provided in policy **06-01.20-Prohibiting Sexual Harassment**
- **Sexual Assault I and II:** The actions constituting sexual assault are set forth in Title 3, Subtitle 3 of the Criminal Law Article of the Annotated Code of Maryland and include, but are not limited to, the following acts committed by an acquaintance or stranger ("Actor"): rape, forcible sodomy, or forcible sexual penetration, however slight, of another person's anal or genital opening; touching of an unwilling person's intimate parts (defined as genitalia, groin, breast, or buttocks, or clothing covering them); or, forcing an unwilling person to touch another's intimate parts. To constitute sexual assault these acts must be committed either by force, threat, intimidation, or through the use of the victim's mental or physical helplessness of which the Actor was aware or should have been aware.

- **Sexual Exploitation:** Occurs when one person takes non-consensual or abusive advantage of the other for his/her own advantage or benefit, or to benefit or advantage anyone other than the one being exploited.
- **Sexual Harassment:** Generally, Sexual Harassment includes any non-consensual Sexual Contact, Sexual Exploitation, or requests for sexual favors that affect educational or employment decisions. Sexual Harassment is especially injurious in relationships characterized by inequality of power, where one party has authority over the other. Such relationships can be immediate or based upon future expectations, e.g. the need for future evaluations and references. Visual displays of degrading sexual images, sexually suggestive conduct or offensive remarks of a sexual nature may also constitute Sexual Harassment.

Unwelcome sexual advances, unwelcome requests for sexual favors, and other verbal or physical conduct of a sexual nature, whether between people of same or different genders and sexual orientation, constitute Sexual Harassment when:

1. Submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment by the University or an individual's participation in a University-sponsored program or activity; or
  2. Submission to or rejection of such conduct by an individual is used as the basis for academic or employment decisions affecting the individual; or
  3. Such conduct has the purpose or effect of unreasonably interfering with an individual's work performance, or of creating an intimidating, hostile, or offensive working environment; or
  4. Such conduct by an employee, a Student, or by a third party is sufficiently severe, persistent or pervasive to:
    - a. Deny or limit an individual's ability to participate in or benefit from an educational program or activity;
    - b. Create a hostile or abusive educational environment;
    - c. Have the purpose or effect of unreasonably interfering with an individual's work performance, or of creating an intimidating, hostile, or offensive work environment at the University
- **Stalking:** *Federal law definition:* The term "stalking" means engaging in a course of conduct directed at a specific person that would cause a reasonable person to (A) fear for his or her safety or the safety of others; or (B) suffer substantial emotional distress.

*Maryland law definition:* Stalking means a malicious course of conduct that includes approaching or pursuing another where the person intends to place or knows or reasonably should have known the conduct would place another in reasonable fear: (1) (i) of serious bodily injury; (ii) of an assault in any degree; (iii) of rape or sexual offense as defined by Sections 3-303 through 3-308 of the Criminal Law Article of the Maryland Code or attempted rape or sexual offense in any degree; (iv) of false imprisonment; or (v) of death; or (2) that a third person likely will suffer any of the acts listed in item (1) above.

*Code of Student Conduct definition:* To follow or otherwise contact another person repeatedly, so as to put that person in fear for his or her life or personal safety.

- **Bystander Intervention:** Defined as help provided to a person in need by a bystander. Bystander intervention involves exercising safe and positive options to prevent harm or intervene when another person is at risk of being victimized. See Section 9.02 below for information on how to be an active bystander.

## **6.01 Programs to Promote Awareness of and to Prevent Rape, Acquaintance Rape, Domestic Violence, Dating Violence, Sexual Assault, and Stalking.**

The university offers a variety of education and prevention programs throughout the year which are aimed at preventing domestic violence, dating violence, sexual misconduct, stalking, harassment, and hate violence. A central repository for all campus educational programs relating to sexual assault, domestic violence, dating violence and stalking has been established in the Office of the Assistant to the President for Diversity and Equal Opportunity. All faculty, staff, or student groups providing or sponsoring such programs are responsible for forwarding program information to the Assistant to the President for Diversity and Equal Opportunity in a timely fashion.

TU uses comprehensive, intentional, and integrated programming, initiatives, strategies, and campaigns intended to end domestic violence, dating violence, sexual misconduct, harassment, and hate/bias related behaviors. Our education and prevention programs are culturally relevant and inclusive of our diverse community. Our programs are regularly assessed for their relevance and value in addressing the needs of the university community.

### **Primary Prevention Programs**

Primary Prevention Programs are programming initiatives informed by research or assessed for value, effectiveness, or outcomes, and are intended to stop crimes before they occur.

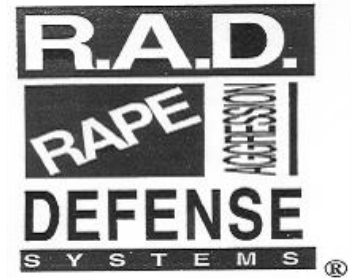
- **The Sexual Misconduct Continuum**: All incoming freshman, transfer, international, and graduate students receive The Sexual Misconduct Continuum training program. The program, adapted to each group, delivers information on risk reduction, sexual assault, harassment, dating violence, and stalking through a multi-media and interactive presentation. The program defines consent, bystander intervention, and retaliation in detail and informs students of the consequences of inappropriate behavior. Students are also informed of the resources that are available to them should they or a friend ever be victimized.
- **New Employee Orientation**: New employee orientations are conducted weekly by the Office of Human Resources (OHR).
- **Office of Student Conduct and Civility Education (OSCCE)**: Specific process for sexual misconduct adjudication outlined through the OSCCE, including victim appeal process.
- **Training for Faculty and Staff**: Online sexual misconduct training for all faculty and staff.
- **SHAPE Committee**: The TU Sexual Harassment Assault Prevention and Education (SHAPE) Committee is a multi-disciplinary group of campus organizations, including Residence Life, Counseling Services, Campus Activities, Women's Studies, and the Police Department. The committee makes policy recommendations and collaborates to develop sexual assault prevention material and awareness education programs.

### **Awareness Programs**

Awareness Programs are community-wide or audience-specific programming intended to increase audience knowledge and share information and resources to prevent violence and promote safety.

**Victim/Witness Pamphlets**: Printed victim/witness resource pamphlets are provided by the HCC Public Safety and/or Harford County Sheriff's Department to all complainants.

- **Rape Aggression Defense Program:** HCC offers the Rape Aggression Defense (R.A.D.) program. The R.A.D. system is a comprehensive, women-only course that begins with awareness, prevention, risk reduction, and risk avoidance, while progressing on to the basics of hands-on defense training. It teaches realistic self-defense tactics and techniques for women. R.A.D. is not a martial arts program. There is a fee for this training. Students may register through HCC Continuing Education and Training.
- In 2014 HCC offered the following awareness/education programs:
  - **Healthy Relationships** – A House of Ruth representative came to talk to students about relationship violence and abusive relationships.
  - **Sex Signals** – A program on Sexual Assault Awareness
  - **PowerUp! Orientation** – Mandatory session for new students that included an overview of sexual harassment and bullying
  - **Anti-bullying Program** – A roundtable discussion with students
  - **Love Day** – A poetry slam and monologue presented by HCC students on the topics of sexual abuse and dating violence



## 6.02 How to be an Active Bystander

Bystanders play a critical role in preventing sexual assault and relationship violence. They are people who observe violence or witness conditions that perpetuate violence. They are not directly involved, but have the choice to intervene, speak up, or do something about it. At TU, we want to promote a culture of community accountability where bystanders are actively engaged in preventing violence without causing further harm. Here are some ways to be an active bystander. Remember, if you or someone else is in immediate danger, dial 911.

- 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.
- Confront people who seclude, hit on, and try to make out with, or have sex with people who are incapacitated.
- Speak up when someone discusses plans to take sexual advantage of another person.
- Believe someone who discloses sexual assault, abusive behavior, or experience with stalking.
- Refer people to on or off campus resources listed in this report for support in health, counseling, or with legal assistance.

## 6.03 Risk Reduction

Risk Reduction is defined as the application of protective measures to reduce the risk of victimization. With no intent to blame the victim and recognizing that only rapists are responsible for rape, here are some strategies to reduce one's risk of sexual assault or harassment.

- **Be aware of your surroundings.** Knowing where you are and who is around you may help you to find a way out of a bad situation.
- **Walk with a purpose.** Even if you don't know where you're going, act like you do.
- **Trust your instincts.** If a situation or location feels unsafe or uncomfortable, it probably isn't the best place to be. If you feel unsafe, go with your gut and leave immediately.
- **Some things you can try to get out of an uncomfortable situation:**
  - Be true to yourself – don't feel obligated to do anything you don't want to do.
  - Have a code word with your friends or family so that you can communicate your discomfort without the person you are with knowing. Friends or family can then come to get you or make up an excuse for you to leave with them.
  - Lie. Make up a reason to leave.

- **Make sure your cell phone is with you**, that it is charged, and that you have cab money.
- **Don't allow yourself to be isolated** with someone you don't trust or someone you don't know.
- **Avoid putting music headphones in both ears** so that you can be more aware of your surroundings, especially if you are walking alone.
- When you go to social gatherings, **go with a group of friends**. Arrive together, check in with each other throughout the evening, and leave together. **If a friend seems out of it**, very intoxicated or is acting out of character, get him or her to a safe place immediately.
- **Don't leave your drink unattended** while dancing, talking, using the restroom. If you've left your drink alone, just get a new one.
- **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 punch bowls or other large, shared open containers.
- **If you suspect that you or a friend has been drugged**, call 911 immediately.

Please call the HCC Department of Public Safety at 443-412-2041 for more information about campus safety or crime prevention services. Members of the TUNE community can take positive measures to prevent crime by being aware that crime does occur on and near campus.

#### **6.04 Reporting Procedures:**

Harford Community College and Towson University will respond promptly, fairly, and decisively to all reports of sexual assault. Members affiliated with Towson University will be subject to Towson University's Code of Student Conduct and related disciplinary procedures when the alleged incident has occurred on campus or when the incident occurred off campus and materially affects the learning environment or operations of the College.

Harford Community College is compliant with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (The Clery Act) as amended in 1998, which requires all post-secondary institutions to publish and distribute certain information regarding campus crimes, including reports of campus sexual assault, sexual assault policies, and security programming to all current students, employees and to any applicant who so requests. Harford Community College shall make assistance available to those who have been affected by sexual assault through the Sexual Assault and Rape Counseling Center (SARC) located in Bel Air, MD.

We also strongly suggest that you:

- Get to a safe place;
- Call the police immediately;
- Regardless of whether you intend to prosecute, you are encouraged to obtain a medical evidentiary examination (SAFE Examination). In addition to medical assistance, important evidence can be collected that could aid in a future criminal prosecution. You always have the right to change your mind and not to pursue a criminal complaint.
- If safe to do so, take precautions so as not to destroy or tamper with any evidence that may be used in a criminal prosecution or administrative action. Evidence may include text, e-mail or voicemail messages, social networking postings, photographs, or written documents such as cards, notes, and letters.
- If you are not sure what to do, you can call the Rape Crisis Hotline at 410-828-6390 or The Maryland Coalition Against Sexual Assault at 1-800-938-RAPE (7273). The advocate will provide you with options and you will not have to give your name;

- Do not bathe, shower, douche, change your clothes or disturb anything at the crime scene. Extremely valuable physical evidence can be obtained from you, your clothing and objects at the scene of the crime; and
- If you do not wish to make a report to the police, you are still encouraged to seek professional medical advice. It is important not to forget the possibility of sexually transmitted diseases and/or pregnancy.
- Victims have the option of reporting these incidents to Campus Security Authorities (CSA's) if they do not wish to report to the police.
- If the offense occurred off campus, Public Safety or CSA's can assist victims in notifying local law enforcement authorities if the victim so chooses.
- Victims do have the option of declining to notify such authorities.
- Public Safety or local law enforcement authorities can assist the victim by providing written information concerning the rights of victims and the institution's responsibilities regarding orders of protection, no contact orders, restraining orders, or similar lawful orders issued by a criminal, civil, or tribal court.

#### **6.05 Lead Title IX Coordinator:**

Towson University's lead Title IX Coordinator may be contacted by phone at: 410-704-0203 or by email at: [titleix@towson.edu](mailto:titleix@towson.edu) or by submitting an [on-line report](#).

Towson University employees who suspect or know of an incident of sexual misconduct, are required to offer resources to the student. They must also report the incident to the Title IX Coordinator or Deputy Title IX Coordinators. The university's procedures aim to provide prompt, fair and impartial investigation by specially trained professionals committed to protecting the community from further harm. For more information on the role of the Title IX Coordinator or on reporting incidents of sexual misconduct, refer to:

<https://www.towson.edu/studentconduct/sexualmisconduct/index.html>

#### **6.06 Physical Evidence**

The timely preservation of physical evidence is essential to the successful prosecution of domestic violence, dating violence, sexual assault, or stalking cases. Considering the time sensitive nature regarding the preservation and collection of such evidence, it is essential that Public Safety or the Harford County Sheriff's Office be contacted as soon as possible.

HCC Public Safety will also assign an officer to facilitate internal campus incident management.

Maryland police departments offer reported victims of rape and sexual assault the opportunity to have SAFE exams (Sexual Assault Forensic Examination) regardless if victims want to initiate or cooperate with an investigation into the incident. Upper Chesapeake Health System/Harford Memorial is the local health care facility that performs SAFE exams. Victims have SAFE exam options that include:

- SAFE exam with immediate police involvement;
- Medical examination only by an emergency department physician; and
- SAFE exam with a deferred reporting option (DRO) that will be explained by a Forensic Nurse Examiner.

Victims of **Domestic/Dating Violence** should take steps to preserve any possible evidence that may aid in any administrative action and/or criminal prosecution that may result.



- Examples of evidence may include text, e-mail or voicemail messages, social networking postings, photographs, or written documents such as cards, notes, or letters.
- Depending on the situation, clothing worn by the victim and/or suspect may also be needed as evidence and, therefore, should be preserved in its original state.
- Do not disturb the scene of any domestic/dating violence incident as police may want to photograph the scene upon their arrival. They will also want to photograph any injuries that are immediately apparent or that may appear days later.
- If any weapon was used or any object was used as a weapon, leave it in its original position and do not touch it until police arrive.

## **6.07 Disciplinary Process - Domestic Violence, Dating Violence, Stalking, Sexual Assault**

### **Definitions:**

**Proceeding:** Means all activities related to a non-criminal resolution of an institutional disciplinary complaint. Including but not limited to, fact-finding investigations, formal or informal meetings, and hearings.

**Result:** Means any initial, interim, or final decision by any official or entity authorized to resolve disciplinary matters within the institution. The Result may include sanctions imposed by the institution. The Result must also include the rationale for the result and sanctions. Towson University's disciplinary proceedings will provide a prompt, fair, and impartial investigation and resolution in cases of alleged domestic violence, dating violence, sexual assault, or stalking. The proceedings will be conducted by officials who receive annual training on the issues related to domestic violence, dating violence, sexual assault, and stalking and how to conduct an investigation and hearing process that protects the safety of victims and promotes accountability. Proceedings will be conducted by officials who do not have a conflict of interest or bias for or against the accuser or accused.

The university's 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. The accuser and the accused are entitled to the same opportunities to have others present during an institutional disciplinary proceeding, including the opportunity to be accompanied to any related meeting or proceeding by an advisor of their choice; and both the accuser and the accused shall be simultaneously informed, in writing, of the outcome of any institutional disciplinary proceeding that arises from an allegation of domestic violence, dating violence, sexual assault, or stalking;

The accused and the victim can appeal the results of the institutional disciplinary proceeding; of any change to the results that occurs prior to the time that such results become final; and when such results become final, as per the process outlined in the Code of Student Conduct.

Possible sanctions for rape, acquaintance rape, domestic violence, dating violence, other forcible or non-forcible sex offenses, or stalking following an on-campus disciplinary proceeding include censure, social probation, termination of residence contract, or suspension or expulsion from the university. For more information, see The Towson University Student Code of Conduct:

[http://www.towson.edu/studentaffairs/policies/documents/code\\_of\\_student\\_conduct.pdf](http://www.towson.edu/studentaffairs/policies/documents/code_of_student_conduct.pdf)

The institution will protect the confidentiality of victims, including publicly-available recordkeeping without the inclusion of identifying information about the victim, to the extent permissible by law. Existing counseling, health, mental health, victim advocacy, legal assistance, and other services are available for victims both on-campus and in the community.

Counselors with Towson University are not considered Campus Security Authorities when acting in their professional counseling roles and therefore, are not required to report statistics concerning incidents of sexual assault. Contact the TU Counseling Center (410-704-2512) for more information. Please also refer to the Towson University and University System of Maryland policies located at:

<http://www.usmd.edu/regents/bylaws/SectionVI/VI130.html>

and

[https://inside.towson.edu/generalcampus/tupolicies/documents/06-01.30 Sexual Assault Policy and Procedures.pdf](https://inside.towson.edu/generalcampus/tupolicies/documents/06-01.30%20Sexual%20Assault%20Policy%20and%20Procedures.pdf)

A student or employee who reports to an institution of higher education that the student or employee has been a victim of domestic violence, dating violence, sexual assault, or stalking, whether the offense occurred on or off campus, will be provided with a written explanation of the student or employee's rights and options, as described above.

An institution, agent of an institution, an officer, or employees may not retaliate, threaten, coerce, or otherwise discriminate against any individual for exercising their rights or responsibilities under any provision of this section.

Compliance with Department of Education 34 CFR 668.46 does not constitute a violation of section 444 of the General Education Provisions Act (20 U.S.C. 1232g), commonly known as the Family Educational Rights and Privacy Act of 1974 (FERPA).

#### **6.08 Protective Orders**

Victims may also seek a peace order from the District Court in accordance with the provisions of Title 3, Subtitle 15 of the Courts and Judicial Proceedings Article of the Maryland Code, or a protective order or temporary protective order in accordance with Title 4, Subtitle 5 of the Family Law Article of the Maryland Code. District Court location for incidents occurring in Harford County:

District Court of Maryland – Harford County  
2 South Bond Street  
Suite 100  
Bel Air, MD 21014-3737  
410-836-4545 Phone

Hours of Operation: 8:30 a.m. - 4:30 p.m. Monday through Friday except legal holidays District Court

Commissioner's Office—Harford County Maryland  
1030 North Rock Spring Avenue  
Bel Air, MD 21014  
410-638-4770 or 410-638-4771 Phone  
410-638-0740 Fax  
410-803-1815 Baltimore Line  
Hours of Operation: 24 hours - 7 days a week

Any victim who obtains a peace order, protective order, temporary protective order, or similar order issued by a civil or criminal court should notify the HCC Department of Public Safety and provide a copy of the order so they may take steps to enforce the order on campus. Victims may also contact the TU Office of Student Conduct and Civility Education at (410) 704-2057 to discuss options about no contact orders facilitated through Towson University.

Reports of all domestic violence, dating violence, sexual assault, and stalking made to Public Safety will automatically be referred to the TU Title IX Coordinator for investigation regardless of the complainant's decision to pursue or decline to file criminal charges.

## **7.00 REGISTERED SEX OFFENDER INFORMATION**

Various statutes, including the federal Campus Sex Crimes Prevention Act, requires higher education institutions issue a statement advising the campus community where law enforcement agency information provided by a state concerning registered sex offenders can be found. 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 the state at which the person is employed, carries on a vocation, volunteers their services, or is a student. Maryland sexual offender registration information, including registrants employed or enrolled at Maryland higher education institutions, can be found at:

<http://www.dpscs.state.md.us/sorSearch/>

## **8.00 SUBSTANCE ABUSE**

Towson University's complete policy on substance abuse for Faculty, Staff, and Students can be found at:

[https://inside.towson.edu/generalcampus/tupolicies/documents/07-01.10 Policy on Substance Abuse for Faculty, Staff, and Students.pdf](https://inside.towson.edu/generalcampus/tupolicies/documents/07-01.10%20Policy%20on%20Substance%20Abuse%20for%20Faculty,%20Staff,%20and%20Students.pdf)

### **8.01 HCC Smoke and Tobacco-Free Campus Policy**

It is the policy of Harford Community College that the College is a smoke- and tobacco-free environment. The use of any type of tobacco product, smoking device or equipment, or any item that simulates smoking, is prohibited in all buildings and areas of the campus and off-campus sites supervised by the College. Violators are subject to a \$50 fine and/or disciplinary action.

### **8.02 Towson University Alcohol Policy**

Any person using alcoholic beverages while on Towson University or Harford Community College property shall be responsible to all civil and university authorities for compliance with state and county laws and the University Alcohol Policy. It is illegal in the state of Maryland for anyone under the age of 21 to purchase, possess, or consume alcohol or to falsify or misrepresent his or her age to obtain alcohol. It is also illegal to possess alcohol in an open container on any street, lane, highway, or other thoroughfare within the Town of Bel Air (Harford County).

### **8.03 Towson University Drug Policy**

The use, possession, and/or sale of illegal drugs are violations of Towson University's Code of Conduct, the faculty contract, and the terms of employment of administrative, classified and contingent staff. Faculty, students, and employees who use, possess or sell illegal drugs are subject to criminal or civil prosecution as applicable and administrative disciplinary actions that may include mandatory counseling, suspension, or dismissal.

### **8.04 Enforcement**

The possession, sale, or furnishing of alcohol and illicit drugs on Towson University or Harford Community College property is governed by the Towson University Policy on Substance Abuse for Faculty, Staff, and Students, the University Code of Conduct, and state and federal laws. These laws are strictly enforced by campus and local law enforcement. Violators are subject to University disciplinary action, criminal or civil prosecution as applicable, fines and/or imprisonment.

## **8.05 Education**

Numerous drug and alcohol abuse prevention programs are presented each year through a cooperative effort of many university departments. Alcohol counseling and drug rehabilitation programs and referrals are available at the Towson University Counseling Center. See also:

<http://www.towson.edu/counseling/>

## **8.06 Alcohol Education**

Towson University has implemented a comprehensive prevention program to help our students make the safest, healthiest decisions possible. The university has adopted Alcohol Edu for College, a Web-based alcohol prevention program being used at more than 350 colleges and universities around the country. The program uses the latest prevention techniques and science-based research to educate students about the impact of alcohol on the mind and body whether or not the student drinks alcohol.

Every incoming first-year Towson University student will be asked to take Alcohol Edu for College and pass the course's final exam by a certain date and preferably before arriving on campus. Because it is available online, students need only a computer with Internet access and audio capabilities to take the course.

While Towson University is committed to making a difference with our students, we also understand that parents are the first line of defense against alcohol misuse and abuse. The university also makes the course available for parents to review to help them when having a discussion with their son or daughter about alcohol. We are confident that Alcohol Edu for College will help ensure our students' success at Towson University and in the future. More information on this program can be found at:

<http://www.towson.edu/counseling/events/programs.html>

## **9.00 ENVIRONMENTAL HEALTH AND SAFETY**

The HCC Environmental and Occupational Health office is responsible for planning, coordinating, and implementing the various safety programs that promote safe and healthful conditions for students, employees, and visitors. The contractual agreement between Towson University and HCC specifies that HCC will perform various building maintenance duties. The sprinkler system will be tested on a quarterly basis. HCC will also provide for trash removal, pest control, and landscaping maintenance. HCC will work with the Harford County Health Department to ensure maintenance and testing related to waste water management and domestic water systems in accordance with Maryland Department of the Environment (MDE) standards.

It is the goal of the Harford Community College to provide the safest environment possible, by complying with all Federal, State, and County safety and health regulations, as well as various College guidelines and protocols, including provisions contained within:

- Title 29 of the Code of Federal Regulations, Section 1910
- Title 09 of the Code of Maryland Regulations, Subtitle 12
- National Fire Protection Association, Life Safety Code 101

Towson University's Environmental Health and Safety (EHS) team will conduct fire drills once per semester at TUNE. Other items TU EHS will handle include:

- Emergency eyewash/shower inspection (annual)
- Fume hood inspection (annual)
- Training of TU staff
- Chemical Inventory
- Fire System Inspections: HCC is responsible for sprinkler system only at this time.
- Accident Investigation (as needed)
- AED inspection

## **10.00 EMERGENCY PREPAREDNESS**

### **EMERGENCY RESPONSE AND EVACUATION PROCEDURES**

Harford Community College maintains two written emergency response products that effectively prepare College employees to respond to the major and identifiable emergencies at varying levels: The *Emergency Operations Plan* provides an organizational and procedural framework for managing emergencies, with emphasis on preparedness and response. It provides more comprehensive guidance for preparing for and responding to emergencies at an administrative level. An abbreviated version of this plan, called the *Emergency Operations Guide*, provides guidance for responding to emergencies at the division/department/unit level.

The *Emergency Operations Plan* provides for the coordination between Harford Community College, the local government, and other public agencies for the further protection of Harford Community College employees and property, as well as that of the surrounding community and environment. All emergencies cannot be avoided, but with the proper planning, orientation, and training, the probability of a safe and desired outcome can be enhanced. To review the complete *Emergency Operations Guide*:

<https://www.harford.edu/~media/PDF/Facilities/EOG-Revision-2012.ashx>

The Emergency Response and Evacuation Procedures are published annually in the Harford Community College student handbook, course schedule book, and Harford Community College website:

<http://www.harford.edu/publicsafety>

Public Safety patrols the campus buildings and properties to ensure their safety. Evacuation procedures and interior safety zones are clearly posted within each building. Each classroom is equipped with a safety phone that can receive mass emergency messages.

The Bel Air Volunteer Fire Company has primary responsibility for incidents occurring on the HCC campus.

### **10.01 Evacuation Procedures**

Evacuation emergencies include fires; hazmat and explosions when evacuations are directed by emergency personnel; natural gas leaks; unplanned utility outages; bomb threats and other situations when emergency personnel direct buildings to be evacuated. Evacuations can range from a single building to a portion of campus or the entire campus. In the event of an area-wide or campus-wide evacuation, the HCC Department of Public Safety will coordinate with local government authorities to ensure that evacuation directions do not conflict with those of the surrounding jurisdiction. In the event of a fire or other evacuation emergency on campus, all persons in affected areas must evacuate immediately. Notification of a fire or other evacuation emergency is provided by a building fire alarm signal or internal voice emergency communication system depending on the building. Initial emergency notifications may also be followed by e-mail, text message (*AlertMe*), voice communication (external emergency speaker system), message board announcement, NetNotify (TU networked computer screen), or OwlNet (HCC networked computer screen).

When an alarm sounds, observe the following procedures

- Remain calm.
- Turn off motors, gas and laboratory equipment if applicable.
- Close all windows and doors.
- Using the nearest unobstructed exit - evacuate the room in an orderly manner.
- Move at least 100 feet from the building and do not block roadway, walkways, or fire hydrants.

- Re-enter building only when instructed to do so by the Department of Public Safety official on the scene.

### **10.02 Fire or Explosion**

In the event of a fire or explosion

- Pull the building alarm.
- Leave the building by the nearest exit.
- Call 911 and provide details on the location of the fire.
- Call Department of Public Safety at 443-412-2272 or on campus at ext. 2272 and provide details on the location of the fire.

### **10.03 Fire Alarm**

The signal for fire emergency is a continuously sounding bell/alarm. Each building has a separate fire alarm system. The systems are not tied to a central alarm. Building fire alarm boxes are located at the exits to all buildings.

## **11.00 CAMPUS FACILITIES ACCESS AND SECURITY ACCESS CONTROL**

Public Safety patrols the campus buildings and properties to ensure their safety.

### **11.01 Campus Access**

In accordance with the Education Article of the Maryland Code, Section 26-102, the president or her/his written designee may deny access to the buildings or grounds of the HCC to any person who: (a) is not a bona fide currently registered student or is not a current employee of the college and/or who does not have lawful business to pursue at the college, or (b) is suspended or expelled, or (c) acts in a disruptive manner.

All persons attending classes must be officially registered for those classes. Children (ages 12 and under) are not to be left unattended at any time, under any circumstances.

Campus facilities are accessible to students and staff during the college's normal operating hours. Facilities are opened and monitored during non-operating hours for scheduled special events. When the college is closed, buildings and facilities are secured and inaccessible.

Access to the college's athletic fields and gymnasium must be officially authorized. This policy applies to students as well as members of the public. Violators are subject to be fined and/or arrested for trespassing.

HCC has installed over 100 surveillance cameras throughout the campus to enhance safety and security. Cameras are not continually monitored; though live feeds are viewed intermittently and archived footage may be reviewed as needed. Additionally, emergency phone lines have been installed in all classrooms. The phones will dial directly to 911 or Public Safety by pressing the corresponding speed dial and should only be used in the event of an emergency. The phones cannot be used to manually dial a phone line and may not receive incoming phone calls.

### **11.02 Access to Facilities**

Hours of operation for the TUNE are: 8:00 a.m. to 8:30 p.m. Monday through Thursday, 8:00 a.m. – 4:00 p.m. Friday, and closed Saturday and Sunday.



### **11.03 Parking Facilities**

Parked cars can present opportunities for certain criminal activities, but drivers can do several things to significantly reduce the likelihood that their property will be victimized. Never leave a vehicle running, unlocked, keys in the ignition, or windows rolled down. Keep all valuables out of sight. Use security devices such as car alarms, steering wheel locks and devices such as fuel or electric cut-off switches. Drivers should have their vehicle keys in their hands when approaching their vehicles and look inside the vehicle before getting in. Parking lots are monitored by video cameras.

### **12.00 MISSING STUDENT NOTIFICATION POLICY**

This section applies to students residing in any university or privatized/affiliated housing (collectively “housing”). TUNE does not offer student housing.

### **13.00 TOWSON UNIVERSITY ILLEGAL WEAPONS POLICY**

Towson University’s weapons policy, **06-01.11 – Weapons Prohibited**, prohibits the possession or control of any weapon on university property. Follow this link to the university’s policy:

<https://inside.towson.edu/generalcampus/tupolicies/documents/06-01.11%20Weapons%20Prohibited.pdf>

### **13.01 HCC Weapons and Violence Prohibitions**

All persons are prohibited from carrying a handgun, firearm, or weapon of any kind onto college property. Only persons affiliated with a law enforcement agency who are authorized to carry a weapon and possess government credentials are exempt from this prohibition.

Any and all forms of violence, threatening behavior, and/or verbal/non-verbal harassment that involve or affect Harford Community College or occur on the college campus or its satellites, off-site facilities or in any off-campus college event or location that could be considered an extension of the workplace (i.e., official travel) are prohibited. This includes threatening behavior, violent actions, and harassment by/against or between/among students, employees, supervisors, and visitors.

### **14.00 CRIME STATISTICS**

The TUPD reports crime statistics to State and Federal authorities. *Clery Act* statistics are submitted to the US Department of Education. Uniform Crime Report (UCR) crime statistics are reported through the Maryland State Police, Criminal Justice Information System (CJIS) to the Federal Bureau of Investigation (FBI).

There are significant similarities and differences in the two crime reporting systems. Crime definitions are the same between the UCR and Clery Act systems. However, the Clery Act requires that certain student disciplinary referrals and incident data from Campus Security Authorities is reported.

The HCC Director of Public Safety gathers crime data from local police jurisdictions and Harford Community College Public Safety records, and compiles accurate annual crime statistics. These statistics are clearly publicly displayed at the office of Public Safety (located in the library), as well as published in the HCC course catalogue and on the HCC website’s Public Safety page:

<http://www.harford.edu/publicsafety>.

### **14.01 Crime Statistics - 3 Year Comparison**

The Harford County Sheriff's Department reports crime statistics for the HCC campus to State and Federal authorities. Clery Act statistics are submitted by HCC to the US Department of Education. Uniform Crime Report (UCR) crime statistics are reported by the Harford County Sheriff's Department through the Maryland State Police, Criminal Justice Information System (CJIS) to the Federal Bureau of Investigation (FBI).

There are significant similarities and differences in the two crime reporting systems. Crime definitions are the same between the UCR and Clery Act systems. However, the Clery Act requires that certain student disciplinary referrals and incident data from Campus Security Authorities is reported.

On occasion, law enforcement will receive a complaint that is determined through investigation to be false or baseless. In other words, no crime occurred. The Harford County Sheriff's Department utilizes UCR's definition of UNFOUNDED when determining that a reported crime did not occur and, therefore, should not be counted in our reported crime statistics. If investigation reveals that no crime occurred nor was attempted, the incident will be categorized as UNFOUNDED. An example of an "unfounded" incident, would be:

*An hour after visiting the HCC bookstore, a student discovers that his wallet is missing and he reports to police that his wallet was stolen. The wallet is later recovered in the HCC lost and found department with all contents inside. The police conclude that the student had dropped his wallet.*

Since the Towson University Northeastern Campus opened in September 2014, there are no crime stats to report for 2012 or 2013. To review HCC's Clery Act crime statistics for 2012, and 2013, follow this link and click on Annual Security Report:

<https://www.harford.edu/about/offices-and-departments/public-safety.aspx>

Clery Act Reportable Crimes & Incidents		On-Campus			Student Residences <sup>(1)</sup>			Noncampus Property			Public Property		
		2013	2014	2015	2013	2014	2015	2013	2014	2015	2013	2014	2015
Murder & Non-Negligent Manslaughter	Act. <sup>(2)</sup>		0	0		0	0		0	0		0	0
	Unf. <sup>(3)</sup>		0	0		0	0		0	0		0	0
Negligent Manslaughter	Act.		0	0		0	0		0	0		0	0
	Unf.		0	0		0	0		0	0		0	0
Forcible Sex Offense	Act.		0	0		0	0		0	0		0	0
	Unf.		0	0		0	0		0	0		0	0
Nonforcible Sex Offense	Act.		0	0		0	0		0	0		0	0
	Unf.		0	0		0	0		0	0		0	0
Robbery	Act.		0	0		0	0		0	0		0	0
	Unf.		0	0		0	0		0	0		0	0
Aggravated Assault	Act.		0	0		0	0		0	0		0	0
	Unf.		0	0		0	0		0	0		0	0
Burglary	Act.		0	0		0	0		0	0		0	0
	Unf.		0	0		0	0		0	0		0	0
Motor Vehicle Theft	Act.		0	0		0	0		0	0		0	0
	Unf.		0	0		0	0		0	0		0	0
Arson	Act.		0	0		0	0		0	0		0	0
	Unf.		0	0		0	0		0	0		0	0
Domestic Violence <sup>(4)</sup>	Act.		0	0		0	0		0	0		0	0
	Unf.		0	0		0	0		0	0		0	0
Dating Violence <sup>(4)</sup>	Act.		0	0		0	0		0	0		0	0
	Unf.		0	0		0	0		0	0		0	0
Stalking <sup>(4)</sup>	Act.		0	0		0	0		0	0		0	0
	Unf.		0	0		0	0		0	0		0	0
Illegal Weapons	Arrest		0	0		0	0		0	0		0	0
	Disciplinary Referrals		0	0		0	0		0	0		0	0
Drug Law	Arrest		0	0		0	0		0	0		0	0
	Disciplinary Referrals		0	0		0	0		0	0		0	0
Liquor Law	Arrest		0	0		0	0		0	0		0	0
	Disciplinary Referrals		0	0		0	0		0	0		0	0

<sup>(1)</sup> Student Residence is a sub-set of On-Campus & is already included in On Campus totals.  
<sup>(2)</sup> Act. = Actual, confirmed crime.  
<sup>(3)</sup> Unf. = Unfounded crime. No crime was committed. Not reportable until 2014.  
<sup>(4)</sup> This crime was not reportable until 2013.

## 14.02 Reporting Locations

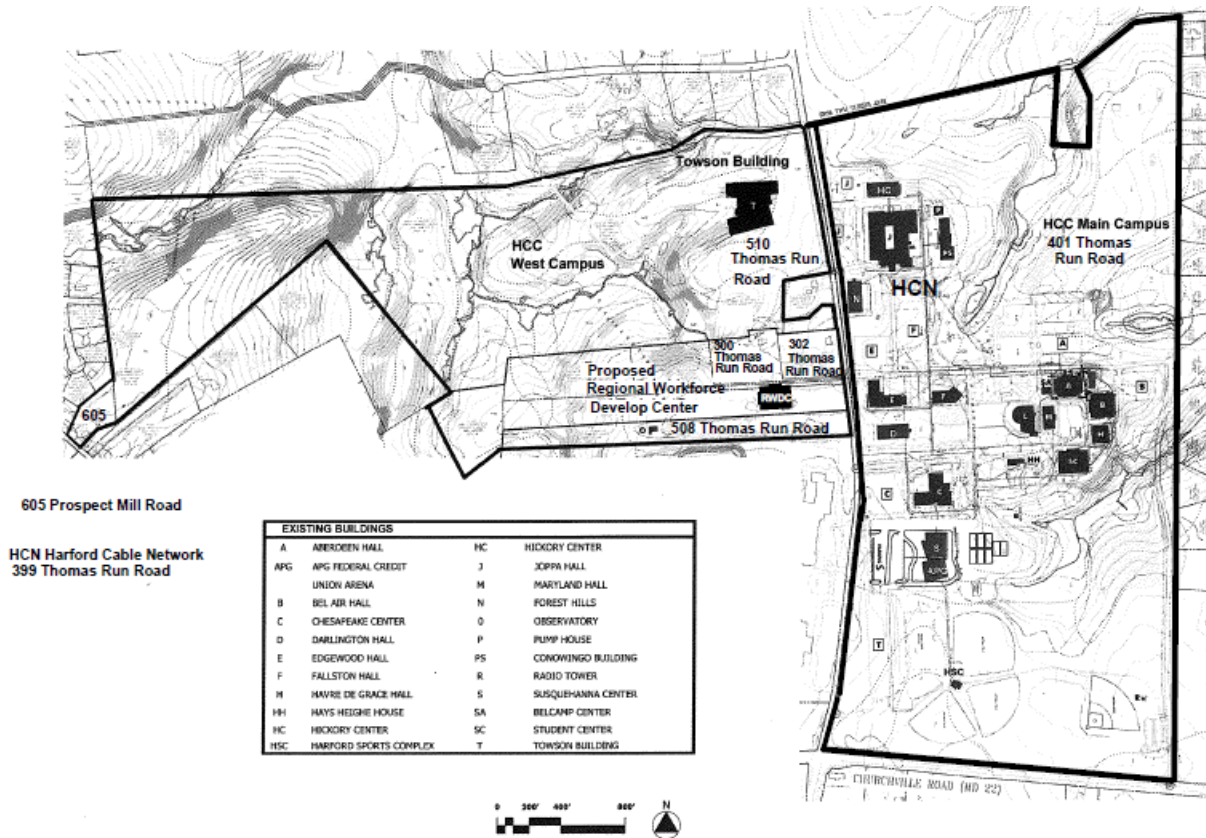
The Clery Act requires that statistics be reported according to where reportable incidents occurred. These locations are:

- **On-Campus:** 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 any building or property that is within or reasonably contiguous to campus 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 other retail vendor.
- **Dormitories or other residential facilities** – N/A for the TUNE Campus.
- **Non-Campus Property:** Towson University does not currently have any non-campus property.
- **Public property:** All public property, including thoroughfares, streets, sidewalks, and parking facilities, that is within the campus, or *immediately adjacent* to and accessible from the campus.

Only those crimes reported in these areas that meet the Clery Act definition of ***public property*** are included in the yearly Clery Report. Public property roadways applicable to the TUNE campus include:

- Thomas Run Road
- East Churchville Road

**This map shows the Harford Community College Clery Reporting Geography**



### 15.00 HATE/BIAS CRIMES & INCIDENTS

The maintenance of a welcoming campus climate is essential to the university’s ability to enroll, hire, and retain highly qualified students, faculty and staff. Therefore, the university takes an active role in promoting peace and harmony among diverse groups living, working, and studying within our campus community and to the extent possible, protecting students, faculty, staff, and visitors against incidents or criminal acts that would constitute hate/bias incidents or crimes.

Reporting, investigating, and responding to hate/bias incidents and crimes is a crucial component in the development of a more tolerant society and a hate free campus environment. Those who believe they have witnessed or been the target or victim of a hate crime or a hate/bias motivated incident are encouraged to report the matter to the:

<b>HCC Department of Public Safety</b>	<b>443-412-2272 (emergency)</b>
<b>TU Center for Student Diversity</b>	<b>410-704-2051</b>
<b>TU Office of Diversity and Equal Opportunity</b>	<b>410-704-2360</b>
<b>TU Office of Fair Practices</b>	<b>410-704-2361</b>

Towson University encourages any member of the TUNE community who is the victim of, or witness to, an on-campus hate/bias crime or incident to promptly call the HCC Department of Public Safety at **443-412-2272**. Most incidents on campus are investigated by HCC Special Police Officers. The Harford County Sheriff's Office may be called upon for assistance when warranted or upon request of the victim. Towson University will conduct the administrative investigations of reported hate/bias incidents or crimes, as described in these related university procedures:

- <https://www.towson.edu/odeo/reporting.html>
- [Hate/Bias Reporting Form](#)

### 15.01 Clery Act Reporting Hate Violence

Towson University complies with the Clery Act's requirements to report by geographic location and by category of prejudice, any of the hate violence statistics for specified crimes (Murder, Manslaughter, Sex offenses, Robbery, Aggravated Assault, Simple Assault, Burglary, Motor Vehicle Theft, Arson), and any other crime involving bodily injury reported to the local police agencies or to the campus security authority, that manifests evidence that the victim was intentionally selected because of the victim's actual or perceived:

- **Race:** A preformed negative attitude toward a group of persons who possess common physical characteristics, such as skin color, eyes, and/or hair; facial features, etc., genetically transmitted by descent and heredity which distinguish them as a distinct division of humankind, such as Asians, blacks, whites, or
- **Gender:** A performed negative opinion or attitude toward a group of persons because those persons are male or female, or
- **Religion:** A performed negative opinion or attitude toward a group of persons who share the same religious beliefs regarding the origin and purpose of the universe and the existence or nonexistence of a supreme being, such as Catholics, Jews, Protestants, atheists, or
- **Sexual Orientation:** A performed negative opinion or attitude toward a group of persons based on their sexual attraction toward, and responsiveness to, members of their own sex or members of the opposite sex, e.g. gays, lesbians, heterosexuals, or
- **Gender Identity:** A preformed negative opinion or attitude toward a person or group of persons based on their actual or perceived gender identity, e.g., bias against transgender or gender non-conforming individuals
- **Ethnicity:** A preformed negative opinion or attitude toward a group of people whose members identify with each other, through a common heritage, often consisting of a common language, common culture (often including a shared religion) and/or ideology that stresses common ancestry. The concept of ethnicity differs from the closely related term race in that "race" refers to grouping based mostly upon biological criteria, while "ethnicity" also encompasses additional cultural factors.
- **Disability:** A performed negative opinion or attitude toward a group of persons based on their physical or mental impairments, whether such disability is temporary or permanent, congenital or acquired by heredity, accident, injury advanced age, or illness.

Amendments to the Clery Act that became effective in 2009 require the reporting of hate crimes involving:

- **Larceny (Theft):** The unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another.

- **Simple Assault:** An unlawful physical attack by one person upon another where neither the offender displays a weapon, nor the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration or loss of consciousness.
- **Intimidation:** To unlawfully place another person in reasonable fear of bodily harm through the use of threatening words and/or other conduct, but without displaying a weapon or subjecting the victim to actual physical attack.
- **Vandalism (Destruction of Property):** To willfully or maliciously destroy, injure, disfigure, or deface any public or private property, real or personal, without the consent of the owner or person having custody or control by cutting, tearing, breaking, marking, painting, drawing, covering with filth, or any other such means as may be specified by local law.

### 15.02 Hate Crime Statistics – 3 Year Comparison

Because Towson University in Northeastern Maryland (TUNE) first opened in September 2014, there are no crime stats to report for 2013.

Clery Act Reportable Hate Crimes	On Campus			Student Residences <sup>(1)</sup>			Noncampus Property			Public Property		
	2013	2014	2015	2013	2014	2015	2013	2014	2015	2013	2014	2015
Murder & Non-Negligent Manslaughter		0	0		0	0		0	0		0	0
Negligent Manslaughter		0	0		0	0		0	0		0	0
Rape & Forced Fondling		0	0		0	0		0	0		0	0
Incest & Statutory Rape		0	0		0	0		0	0		0	0
Robbery		0	0		0	0		0	0		0	0
Aggravated Assault		0	0		0	0		0	0		0	0
Burglary		0	0		0	0		0	0		0	0
Motor Vehicle Theft		0	0		0	0		0	0		0	0
Arson		0	0		0	0		0	0		0	0
Other Crimes Involving Bodily Injuries		0	0		0	0		0	0		0	0
Larceny		0	0		0	0		0	0		0	0
Simple Assault		0	0		0	0		0	0		0	0
Intimidation		0	0		0	0		0	0		0	0
Vandalism		0	0		0	0		0	0		0	0

(1) Student Residences is a sub-set of On Campus and is already included in On Campus totals.

Hate / Bias Codes: RA = Race; RE = Religion; NO = National Origin; SO = Sexual Orientation; G = Gender; E = Ethnicity; GI = Gender Identity