

2010 CRIME REPORT – MONROE CAMPUS SITES

Northampton Community College-Monroe Campus is concerned about the safety and welfare of all individuals who study or work at the college or visit the campus. We believe that every student, employee and visitor has the right to be part of an environment, which is safe and does not tolerate misconduct. With this in mind, the following information has been prepared so that the entire college community is aware of security policies and crime statistics.

WHO IS IN CHARGE?

The Director of Facilities and Campus Safety is ultimately responsible for security. The Chief of Security and Security Officers work closely with the Dean of the Monroe Campus to maintain safety and security. Two full-time Security Officers are employed during various day and evening hours at the campus to discourage any act of vandalism or disruption. In addition, the Campus Administrators, when and where appropriate, handle matters related to safety and security. Security personnel patrol the Tannersville Campus, Fountain Court, and Pocono Corporate Center East sites. The campus has a close working relationship with the local police, and if necessary, will contact the police whenever a situation warrants their involvement. College security officers are Pa State Act 235 certified and will assist police on any campus response.

CAMPUS CRIME STATISTICS FOR NORTHAMPTON COMMUNITY COLLEGE:

The College and University Security Information Act (Act 73) requires that all Pennsylvania colleges and universities furnish students and employees with statistics regarding campus crimes, along with campus security practices.

Crime rates are indicators of reported crime activity and are standardized by population. They are more refined indicators for comparative purposes, than are volume figures. The Uniform Crime Report (UCR) Program provides three (3) types of crime rates: offense rates, arrest rates, and clearance rates. We will be using the offense rate.

An offense rate, defined as the number of offenses per 100,000 population, is derived by first dividing a jurisdiction's population by 100,000 and then dividing the number of offenses by the resulting figure

Example:

- a. Population of jurisdiction, 1,785
- b. Number of known specific offenses for 2010.

Divide 1,785 by 100,000 = .01785

Divide 6 (thefts) by .01785 = 336.13

The offense rate for that specific offense is 336.13 per 100,000 people. The number .01785 can now be divided into the totals of any offense class to produce a crime rate for that offense.

The jurisdiction population for the college is based on student full time equivalent and full-time equivalent employees. (This population changes with every term.)

Population of jurisdiction:	Total FTE	Rate/100,000
2010- Student FTE-1,620 Employee FTE- 165	1,785	.01785
2009- Student FTE-1,570 Employee FTE- 146	1,716	.01716
2008- Student FTE- 1,366 Employee FTE- 149	1,515	.01515

CAMPUS CRIME STATISTICS

Offense Type	Year	On	Non	*Residence	Public	Total	Rate/100,000
		Campus	Campus	Facilities	Property		
Aggravated Assault	2010	1	0	N/A	0	1	56.02
	2009	0	0	N/A	0	0	0
	2008	1	0	N/A	0	1	66.00
Arson	2010	0	0	N/A	0	0	0
	2009	0	0	N/A	0	0	0
	2008	0	0	N/A	0	0	0
Burglary	2010	0	1	N/A	0	1	56.02
	2009	0	0	N/A	0	0	0
	2008	0	0	N/A	0	0	0
Homicide	2010	0	0	N/A	0	0	0
	2009	0	0	N/A	0	0	0
	2008	0	0	N/A	0	0	0
Negligent Manslaughter	2010	0	0	N/A	0	0	0
	2009	0	0	N/A	0	0	0
	2008	0	0	N/A	0	0	0
Motor Vehicle Theft	2010	0	0	N/A	0	0	0
	2009	2	0	N/A	0	2	116.55
	2008	0	0	N/A	0	0	0
Robbery	2010	0	1	N/A	0	1	56.02
	2009	0	0	N/A	0	0	0
	2008	0	0	N/A	0	0	0
Sex Offences: Non Forcible	2010	0	0	N/A	0	0	0
	2009	0	0	N/A	0	0	0
	2008	0	0	N/A	0	0	0
Sex Offences: Forcible	2010	0	0	N/A	0	0	0
	2009	0	0	N/A	0	0	0
	2008	0	0	N/A	0	0	0
Larceny, Theft (Pa Required)	2010	6	0	N/A	0	6	336.13
	2009	14	4	N/A	0	18	1048.95
	2008	6	0	N/A	0	6	396.03
Disorderly Conduct (Pa Required)	2010	3	0	N/A	0	3	168.06
	2009	5	1	N/A	0	6	349.65
	2008	2	0	N/A	0	2	123.01
Simple Assault (Pa Required)	2010	0	1	N/A	0	1	56.02
	2009	0	0	N/A	0	0	0
	2008	0	0	N/A	0	0	0
Vandalism (Pa Required)	2010	3	0	N/A	0	3	168.06
	2009	3	1	N/A	0	4	233.10
	2008	4	0	N/A	0	4	264.02

Offense Type	Year	On Campus	Non Campus	*Residence Facilities	Public Property	Total	Rate/100,000
Liquor Law Violations Referred For Disciplinary Action	2010	0	0	N/A	0	0	0
	2009	0	0	N/A	0	0	0
	2008	0	0	N/A	0	0	0
Drug Violations Referred For Disciplinary Action	2010	0	0	N/A	0	0	0
	2009	0	0	N/A	0	0	0
	2008	0	0	N/A	0	0	0
Weapons Violations Referred For Disciplinary Action	2010	1	0	N/A	0	1	56.02
	2009	0	0	N/A	0	0	0
	2008	0	0	N/A	0	0	0
Liquor Law Violations ARRESTS	2010	0	0	N/A	0	0	0
	2009	0	0	N/A	0	0	0
	2008	0	0	N/A	0	0	0
Drug Violations ARRESTS	2010	0	0	N/A	0	0	0
	2009	1	0	N/A	0	1	58.27
	2008	0	0	N/A	0	0	0
Weapons Violations ARRESTS	2010	1	0	N/A	0	1	56.02
	2009	1	0	N/A	0	1	58.27
	2008	0	0	N/A	0	0	0
All Other Offenses*	2010	4	0	N/A	0	4	224.08
	2009	4	0	N/A	0	4	233.10
	2008	0	0	N/A	0	0	0

HATE CRIME STATISTICS **		Year	On Campus	Non Campus	*Residence Facilities	Public Property	Total	Rate/100,000
Offense Type								
Robbery	2010	0	0	N/A	0	0	0	
	2009	0	0	N/A	0	0	0	
	2008	0	0	N/A	0	0	0	
Sex Offences: Non Forcible	2010	0	0	N/A	0	0	0	
	2009	0	0	N/A	0	0	0	
	2008	0	0	N/A	0	0	0	
Sex Offences: Forcible	2010	0	0	N/A	0	0	0	
	2009	0	0	N/A	0	0	0	
	2008	0	0	N/A	0	0	0	
Larceny, Theft (Pa Required)	2010	0	0	N/A	0	0	0	
	2009	0	0	N/A	0	0	0	
	2008	0	0	N/A	0	0	0	
Disorderly Conduct (Pa Required)	2010	0	0	N/A	0	0	0	
	2009	0	0	N/A	0	0	0	
	2008	0	0	N/A	0	0	0	
Simple Assault (Pa Required)	2010	0	0	N/A	0	0	0	
	2009	0	0	N/A	0	0	0	
	2008	0	0	N/A	0	0	0	
Vandalism (Pa Required)	2010	0	0	N/A	0	0	0	
	2009	0	0	N/A	0	0	0	
	2008	0	0	N/A	0	0	0	
All Other Offenses*	2010	0	0	N/A	0	0	0	
	2009	0	0	N/A	0	0	0	
	2008	0	0	N/A	0	0	0	

*Note: All Other Offenses include harassment, harassment by communication, threats, unlawful restraint, loitering, prowling and trespassing.

**A hate crime is executed with or motivated by bias. A crime committed with bias is a criminal offense against a person or property which is motivated by the offender's bias against the victim's race, religion, disability (mental and physical), ethnicity or national origin, or sexual orientation.

SECURITY PROCEDURES

The College is an open door institution and we take pride in making our facilities available to the local community. Most activities and programs occur between the hours of 7:30 a.m. and 10 p.m. Security personnel, maintenance staff and/or administrators are on campus during operating hours. The campus has adequate lighting and we have experienced relatively few incidents of crime or misbehavior. However, when incidents are observed, all members of the campus community are instructed to call security at 570-620-9221 by using any telephone or campus emergency phone. If the Monroe Campus Security is unavailable the campus community can call Main Campus Security at 610-861-5588. A Campus Crime Log is available for review in the Facilities office on Main Campus and the Enrolment office at Monroe. In all situations, the College reserves the right to contact the State or local police. NCC has no agreements such as a written memorandum of understanding (MOU) with state & local police for the investigation of alleged crimes, however NCC has a close working relationship with the local police and will contact them if a situation warrants their involvement.

Philosophy:

A student enrolling in the College assumes an obligation to conduct himself in a manner compatible with the College's function as an educational institution.

The College has an interest in behavior subject to this code separate from that of the civil authorities and, therefore, has the right and responsibility to exercise its jurisdiction and to take such action as is appropriate to protect this interest. Whenever appropriate, the College may report a discipline matter to civil authorities. Any member of the College community (administrative official, faculty member, or any employee) may bring a charge under this code against a student by submitting the particulars of the allegation in writing to the Director of Judicial Affairs or Director of Student Services/Monroe.

Student misconduct (non-academic)

Misconduct for which a student is subject to disciplinary action includes the following:

1. Forgery, alteration or misuse of college documents, records or identification fraud; or knowingly furnishing false information to the College.
2. Acting or speaking in a manner seriously disruptive to the normal educational functions of the College, administration of the College disciplinary procedures or other College activities, including its community service functions, or of other authorized activities on College property or at College-sponsored or supervised functions.
3. Assaulting or harassing any person on College property or at College sponsored or supervised functions; or threatening to do any of those acts; or conduct that threatens or endangers the health or safety of another person.
4. Stealing, concealing, defacing, tampering with, or intentionally damaging College property, or the property of a student, College employee, or campus visitor, or threatening to do so.
5. Unauthorized entry to, or use of, College property, including the failure to leave any of the College buildings or grounds after being requested to do so by an authorized representative of the College while in the performance of his duties.
6. Drinking or possessing any alcoholic beverage*, or being intoxicated on College property or at College-sponsored or supervised functions.

Student Code of Conduct

7. Use, possession, or distribution on College properties or at College sponsored or supervised functions of controlled or dangerous drugs or substances as defined by state and/or federal law, except as expressly permitted by law.
8. Possession or use on College property or at College-sponsored or supervised functions of any firearm, gun, knife (except a pen knife without a switchblade), or other dangerous or deadly weapons of any kind, or of any explosive material or device, except as expressly permitted in writing by the President or his designee.
9. Failure to comply with reasonable directions of college officials acting in performance of their duties, including refusing to furnish identification upon request.

10. Violation of other published College policies or regulations, or violation of federal, commonwealth, or local laws constituting felonies or misdemeanors.

Unless otherwise provided, the above actions will be considered unacceptable conduct on the College campus or any of its branch facilities, including the student residence facilities, and at College-sponsored or supervised functions or in any situation where students officially represent the College away from the campus. *Students who are age 21 or above may consume alcohol when it is served, with College approval, at a College-sponsored event. However, all students, regardless of age, must abide by the laws of the Commonwealth and may not at any time be intoxicated on College property or at a College-sponsored event. The consumption or possession of alcohol, alcohol containers or alcohol paraphernalia, is not permitted in the student apartments, or residence hall.

Disciplinary Actions

Warning/Action: Oral or written expression that the student is in violation of the Code of Student Conduct and the imposed discipline, if any.

Interim suspension: Exclusion from classes and other privileges or activities (not to exceed 15 days) pending final determination of an alleged violation. It is to be invoked only when the presence of the student on campus is detrimental either to the student or to others.

Suspension: Exclusion from classes and/or exclusion from other privileges or activities or from campus for a specific period of time.

Housing suspension: Exclusion from the resident facilities and the general grounds or parking lots surrounding the housing facilities including activities sponsored or supervised by the housing office, for a specific period of time.

Housing visitation suspension: Exclusion from visiting the resident facilities and the general grounds or parking lots surrounding the housing facilities, including activities sponsored or supervised by the housing office, for a specific period of time. **Dismissal:** Permanent dismissal from NCC.

Any disciplinary action may include additional stipulations (e.g., fines and/or rehabilitative procedures such as counseling and/or community service).

Disciplinary Actions Jurisdiction

The Director of Judicial Affairs or his/her designee, is responsible for administering the Student Code of Conduct. The College Committee on Discipline functions to hear all serious offenses and appeals.

The College Committee on Discipline shall be composed of the following: 8 faculty members (at least two who teach at the Monroe campus) elected to a two year term at large by their peers ; 8 students (at least 2 shall take classes at the Monroe

Campus) appointed to a one year term by the Student Senate and/or Monroe Student Governance; and an appointee of the Vice President for Student Affairs/Dean of Students. *Note: students may self nominate or be nominated by their peers or faculty and staff at the College. Elected members of the student governing bodies are automatically eligible for consideration.*

A quorum shall consist of the following: 3 persons – including 1 faculty member, 1 student and the appointed administrator. All decisions shall be determined by a majority of those present.

Election of faculty and students to this committee will be administered by the office of the Vice President for Student Affairs.

Disciplinary Procedures

1. The Director of Judicial Affairs or his/her designee, will conduct an investigation of the alleged misconduct. Based on the results of the investigation, the Director of Judicial Affairs will either:
 - a. dismiss the charge
 - b. impose a disciplinary action in the form of a warning, suspension or interim suspension
 - c. refer the case to the College Committee on Discipline (all serious cases which may subject the student to suspension from the college will be referred to the committee for initial hearing). The committee will recommend action to the Director of Judicial Affairs.
2. The student will receive written notification of:
 - a. the charges lodged against him, including identification of the complainant
 - b. scheduled time and place of all hearings to include the identity of the person(s) hearing the case. (A student has the right to challenge the composition of the College Committee on Discipline. The Director of Judicial

Affairs must be notified in writing of this intent no later than 48 hours prior to the scheduled hearing.) This notification must identify, as precisely as possible, the specific reason for the challenge.

- c. any disciplinary action that is to be imposed and the specific period of time for which the disciplinary action will be in effect.
3. All disciplinary actions are to be imposed within 20 consecutive days of the initial written notification of the charges.
4. A student is entitled to assistance by a College friend (who is defined as any member of the faculty or staff or fellow student) and/or counsel. The Director of Judicial Affairs must receive written notification from the student of the intent to have counsel and/or a college friend present no later than 48 hours prior to the scheduled procedure.
5. All hearings will be closed unless the student requests an open hearing. Written notification of the student's intention to request an open hearing must be received by the Director of Judicial Affairs within 48 hours prior to the hearing.
6. A student, charged with a violation of the code, shall be presumed innocent of those charges until his guilt is determined or the basis of the evidence properly admitted.
7. Refusal by the student to participate in disciplinary proceedings shall result in exclusion from classes and/or exclusion from other privileges or activities or from campus.

Appeals

A student may appeal a disciplinary decision of the Director of Judicial Affairs to the College Committee on Discipline. After hearing an appeal, the committee will recommend action to the Vice President for Student Affairs or his/her designee. In cases where the College Committee on Discipline conducts the initial hearing and recommends action to the Director of Judicial Affairs, appeals will be made directly to the Vice President for Student Affairs, or his/her designee, whose decision is final.

All appeals must be filed in writing with the Director of Judicial Affairs within 10 days from the date the student received notification of the disciplinary action. The student shall identify, as precisely as possible, the basis for appeal.

Sexual Assault Policy

NCC considers sexual assault and related violence to be acts that will not be tolerated within the academic and residential environment of this community. Such violence and/or abuse will include sexual harassment, relationship violence, rape and other forms of sexual assault perpetrated against any student, faculty/staff member, or any other person in the NCC community. NCC is committed to providing immediate support of all victims of sexual assault, harassment and related violence. Additionally, NCC will provide, on an annual basis, educational programs for students regarding prevention of sexual assault and various other safety/security issues. These programs will include, but will not be limited to, orientation programs for new resident students and special workshops for all students (voluntary) offered throughout the academic year. Additionally, related literature will be available throughout campus.

Definition

A Sexual Assault is defined as rape (PA Crime Codes 3121, 3122, 3125), attempted rape, unwanted touching of intimate parts of another person, or subjecting a person to physical sexual contact against his/her consent or without his/her consent. Any person whose judgment is impaired by alcohol or other controlled substances, or who is unconscious, will be considered incapable of giving consent.

Procedures Regarding Incidents of Sexual Assault

All members of the campus community should report any incidents of violence, abuse and/or sexual offenses to Campus Safety (Security) or the Assistant Dean of Students. Additionally, the College will encourage victims to seek criminal prosecution under the PA Crimes Code, and wherever possible, will pursue criminal prosecution.

Any student charged with such an offense will be subject to disciplinary action as outlined in the Student Code of Conduct and herein. Persons charged with such offenses may also be prosecuted under PA criminal statutes. If any faculty or staff member is charged with such an offense, the situation will be referred to the Vice President for Administration for investigation and action as outlined in policy 2.10.

If you are the victim of a sexual assault

1. Seek immediate medical attention. Do not change clothing, shower, bathe, brush teeth or douche. Delay the above and going to the bathroom (if possible) until you are examined as this preserves evidence of the assault. Medical attention should be accessed at a local hospital.

- Emergency 911
- **CAMPUS SECURITY CELL#- 570-656-1613 OR 570-656-6137**
- CAMPUS MAIN OFFICE - 570-620-9221
- Campus Security (Bethlehem Campus) 610/861-5588 (available 24 hours)
- Easton Hospital 610/250-4000
- Muhlenberg Hospital/LVH 610/861-2200
- St. Luke's Hospital 610/954-4000
- Stroud Area Regional Police 570/421-4200
- Pocono Medical Center 570/476-3351

Hospital emergency rooms will report incidents to police, but you are not obligated to press charges or to give information that makes you feel uncomfortable

2. Seek emotional support. It is important that you talk about this issue and that you tell someone you trust.

-On campus you may contact:

- Counseling staff 610/861-5346
- Health and Wellness Center staff 610/861-5365
- Residence Life staff 610/861-5324

-Off-campus you may contact:

- Crime Victims Council/Sexual Assault 24-hour hotline 610/437-6611
- Women's Resources hotline 570/421-4200

If it is after hours and offices are closed, resident students may call Security 610/861-5588 and ask them to contact staff member on duty (just say you have an emergency - you do not need to give details).

3. Report the assault. Victims are urged to report all incidents of sexual assault. If the assault occurs on campus, it should be reported to Security and the Bethlehem Township Police. Assaults occurring off campus should be reported to the appropriate jurisdiction and students should seek support from the Crime Victims Council (see Item #2). Assaults reported to campus security will be investigated by that department. Additionally, reports may be made to the Bethlehem Township Police. College personnel will assist students in notifying Township Police at a student's request. Please note that you are not obligated after reporting an incident to cooperate in a criminal investigation.

a. If a victim determines that he/she wants to proceed with formal College discipline action, the College will proceed with an investigation. The investigation will include a meeting with the accused at which time he/she will be informed of his/her rights under the Student Code of Conduct. Additionally, the accused will be given an opportunity to provide a written statement to contest the allegations.

b. Once the investigation is complete, the victim will meet with the College official to discuss the results and whether with the consent of the victim, formal charges will be initiated.

In cases of sexual assault, the procedures will be as follows:

1. The College Committee on Discipline will be called to hear the case. (See Discipline procedures in Student Code of Conduct.)
2. Any member of the committee who knows either the victim or the accused, and who may have a professional conflict, will not be allowed to hear the case.
3. Both accused and victim will have the opportunity to respond to evidence presented at the hearing.
4. Victim's unrelated sexual history will not be used as evidence at the hearing.
5. The consumption of alcohol or other drugs may not be used as an excuse for the commitment of a sexual offense by the accused.

Possible Sanctions

See Student Code of Conduct (as outlined in NCC Student Handbook).

Rights of Victims and Accused

Victim's Rights:

A student at NCC has the right:

1. To report an incident of sexual assault to Security or the Director of Judicial Affairs.
2. To reasonable confidentiality.
3. To the support of a member of the counseling staff to accompany him/her through campus disciplinary proceedings.
4. To a safe environment which may include a change of residence (for victim or for the accused).

Adjustments may also

be made to the class schedule, if necessary.

5. To be present during discipline proceedings and to be notified of the results of the hearing.
6. To protection from any reference to past sexual history during disciplinary proceedings.
7. To be afforded all rights as defined under Student Code of Conduct.

Accused's Rights:

A student accused of a violation under this section of the Student Code of Conduct has the right:

1. To reasonable confidentiality.
2. To be afforded all rights as defined under the Student Code of Conduct.
3. To have access to College counseling services.

Registered Sex Offenders

Information concerning registered sex offenders may be obtained from the Pennsylvania State Police. Visit their web site at www.psp.state.pa.us Select the FAQ category from their home page.

General College Policies on Substance Abuse & Criminal Records

Drinking or possessing alcoholic beverages is prohibited on campus unless specifically approved by the President or his designee. Students who are age 21 or above may consume alcohol when it is served, with College approval, at a College-sponsored event. However, all students, regardless of age, must abide by the laws of the Commonwealth and may not at any time be intoxicated on College property or at a College-sponsored event.

All employees and visitors are expected to abide by State and Federal laws in regard to substance abuse and the carrying of weapons and firearms. The College will request information about a prior criminal record from those students applying to live on campus and those applying to the nursing program. All employees also undergo a criminal background check prior to employment. Anyone who operates campus vehicles rented or otherwise must file a motor vehicle review form and have a clear driving record.

Vehicular/Parking Regulations

Vehicles that are parked in areas designated as fire lanes or handicapped parking spaces are subject to being ticketed by local or state police as well as campus security. All other vehicles parked illegally will be ticketed by campus security. The cost of a parking fine issued by the college staff is \$10, except illegal handicap parking, which is \$25. A \$10 late fee will be assessed for each ticket not paid within 7 days. Unpaid parking tickets will be posted to the student's hold file in the Student Information System, which will prohibit the student from registration the subsequent semester until the fine is paid.

A bike rack is located at the foot of the steps leading from the Main Entrance of the Tannersville facility to the Parking Lot. All bicycles are to be parked at these racks and chained to the rack. Bicycles are not to be chained or parked in any areas other than those so designated for bicycles.

Where Do I Park?

Park in any of the lined spaces in the parking lot. Please do not park on grass or in fire lanes, loading zones, visitors' spaces, walkways, driveways or other areas that are marked as restricted parking areas.

Speed Limit and Abandoned Vehicle Notice

Campus speed limit is 15 MPH. Do not leave your vehicle on campus overnight. If extenuating circumstances requires your car to remain overnight, inform Security or the Dean of the Monroe Campus. Vehicles remaining on campus more than 72 hours will be considered abandoned and will be removed at the owner's expense.

Do Students and Staff Register Their Vehicles?

NO – students and staff do not have to register their vehicles.

Can Students Park Their Vehicles Close to the Building in Handicapped Spaces at Night, on the Weekends, or during Inclement Weather?

NO – students should always park in the main lot.

Where Can I Park My Motorcycle?

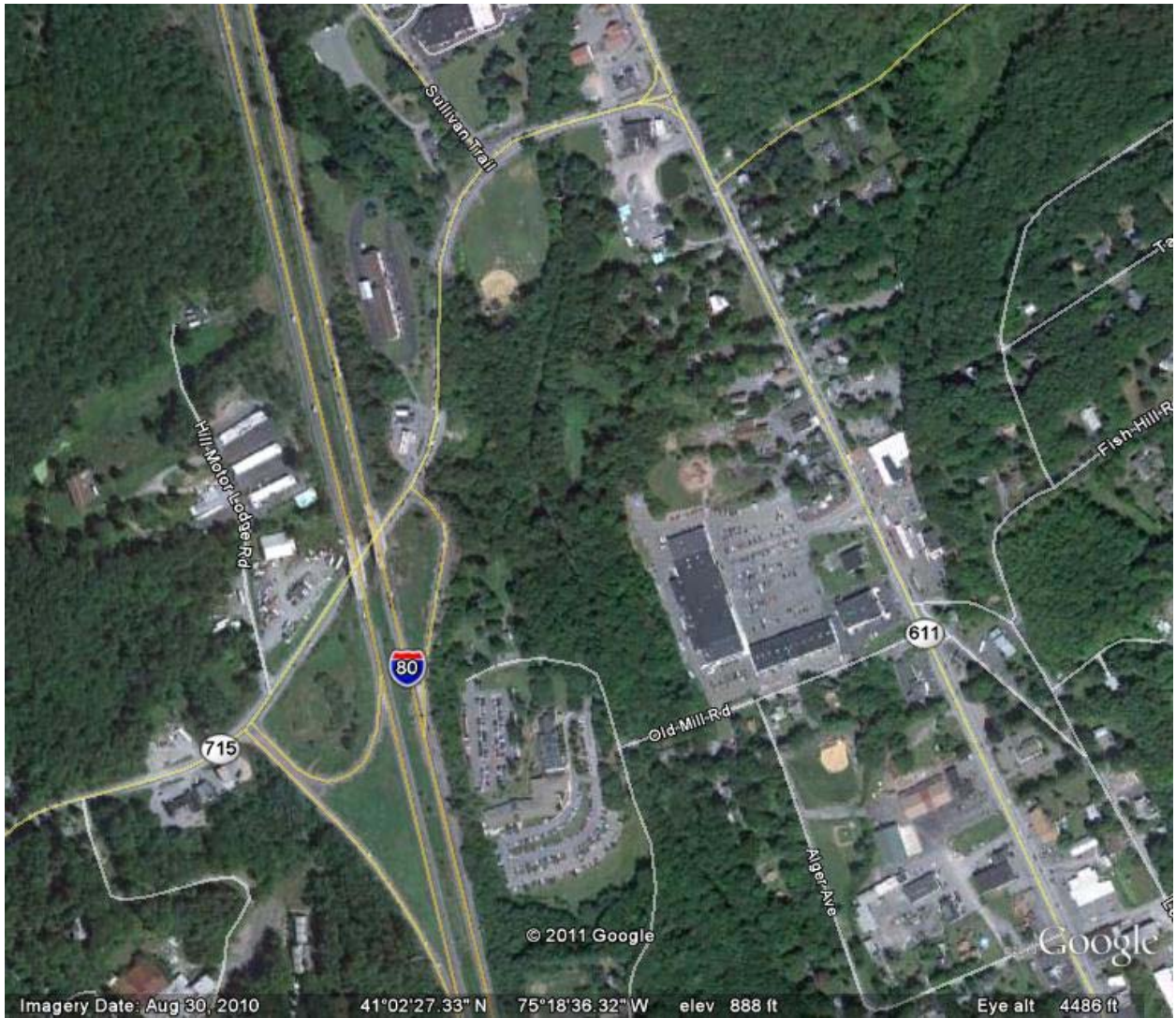
In any marked parking space on campus however motorcycle spaces are available first come first serve, front area main parking lot C.

SAFETY INFORMATION AND ALERTS

Emergency Communications:

The College will immediately notify the campus community upon the confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or staff on campus. Accompanying text, e-mail and or phone calls will be issued, also information may follow in the NCC News, via E-mail and in the Commuter with information regarding incidents on campus. Staff and students should also read the NCC News for periodic articles on how to keep NCC a safe campus, and for the annual publishing of the security report. Additionally, the NCC News will also be used to announce special programming events with regards to safety and security issues. A campus crime report is available upon request to the Chief of Campus Security, Student Enrolment or the Office of Student Affairs

Monroe campus and surrounding area



PCCE campus and surrounding area:

