A Message from the Director of Public Safety

Regis College represents a major metropolitan suburban university campus and thereby is an integral part of the surrounding area in which it is located. The students, faculty and staff play a vital role in helping shape the character of the community.

Metropolitan Boston presents unlimited opportunities to experience the advantages of life in a world class metropolitan area, however each one of us must keep in mind that the potential for crime is ever present. It is because of this potential of criminal activity that all of us must assume a personal responsibility and maintain an ever present vigil of our surroundings, both on and off campus. The taking of those necessary precautions is a direction that all of us must follow to prevent ourselves from becoming a potential victim.

The men and women of the Regis College Police Department are dedicated to the principles of Community Policing, as well as to the goal of maintaining the Regis Campus as a safe and pleasant place in which to live, and work, both as an academician and as an athlete. A truly safe campus can only be achieved through the cooperation of all students, faculty and staff.

The information provided in this pamphlet is designed to inform, advise, and alert the campus community of the current programs, policies and procedures related to crime prevention, crime awareness, and crime reporting at Regis College.

Francis M. Bielawski
Director of Public Safety
On Campus Numbers
Campus Police (781)768-7111
Extension 7111 (On campus)
Campus Police Emergency (781)768-7777
Extension 7777 (on campus)
Health Services (781)768-7290
Student Affairs (781)768-7050
Residence Life (781)768-7452
Campus Ministry (781)768-7027
Physical Plant (781)768-7133
Campus Police Email
safety@regiscollege.edu
Campus Fire Safety
firesafety@regiscollege.edu
Student Handbook

Other Area Numbers
Alcoholics Anonymous
617-426-9444
Al-Anon/Adult Children of Alcoholics -
508-366-0556
Newton/Wellesley Hospital/Chemical
Dependency Program 617-243-6006
Beth Israel Hospital Rape Crisis Center
617-667-8141
Boston Area Rape Crisis Center
1-800-841-8371 (24 Hours)
Domestic Violence Hotline
1-800799-7233
RAINN (a 24-hour confidential Rape
Hotline) 1-800-656-HOPE
EthicsPoint (Regis’ third-party-
operated hotline system)
855-375-6790 and
“See Something, Say Something”

Off Campus Numbers
Weston Police (781)893-4804
Weston Fire (781)786-6101
Emergency (Police, Fire, EMS) 9-1-1
MBTA (617) 222-3200
MBTA Police (617)222-1000
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EMERGE WINTER HOLIDAY SEASON

COOKING IN STUDENTS’ ROOMS IS PROHIBITED.

FIRE HAZARDS
FIRE EMERGENCY & FALSE ALARMS
FIRE REGULATIONS

“Residence Hall Policies” section of the Student Handbook.

Note: Additional fire regulations as they pertain to College residence halls can be found under the “Residence Hall Policies” section of the Student Handbook.

FIRE/EVACUATION PROCEDURES

WHAT TO KNOW AHEAD OF TIME: PRE-PLAN/TIPS

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FIRE ALARM AND SUPPRESSION SYSTEMS

FIRE/EMERGENCY PROCEDURES

If you discover a Fire
If you hear the Alarms

WHAT TO KNOW AHEAD OF TIME: PRE-PLAN/TIPS

FIRE SAFETY

Note: Additional fire regulations as they pertain to College residence halls can be found under the “Residence Hall Policies” section of the Student Handbook.

FIRE REGULATIONS
FALSE ALARMS
FIRE EMERGENCY & FIRE DRILL PROCEDURES
FIRE HAZARDS
COOKING IN STUDENTS’ ROOMS IS PROHIBITED
WINTER HOLIDAY SEASON
EMERGENCY EVACUATION IN THE EVENT OF A FIRE
FACULTY/STAFF ROLES IN PROMOTING FIRE SAFETY
PREPARATION OF THE ANNUAL SECURITY REPORT

The Campus Police Department Clery Officer prepares this report to comply with the Jeanne Clery Disclosure of Campus Security and Crime Statistics Act using information maintained by the Campus Police Department, information provided by other campus offices such as Student Affairs, Residence Life, Campus Security Authorities, and information provided by the Weston Police Department and other local agencies. Each of these offices provides updated policy information and crime data for this report.
This report provides statistics for the previous three years concerning reported crimes that occurred on campus, in certain off-campus buildings or property owned, leased, or controlled by the College. This report also includes institutional policies concerning campus security, such as policies regarding sexual assault, alcohol, and other drugs.

Campus Police distributes a notice of the availability of this Annual Security Report by October 1 of each year to every member of the campus community. Anyone, including prospective students and employees, may obtain a paper copy of this report by contacting the Campus Police or online:


CAMPUS SECURITY AUTHORITIES
The Jeanne Clery Act, enacted in 1990 and amended in 1998, 2000, 2008 requires higher education institutions to report crime statistics to current and prospective students and employees and to the Department of Education on an annual basis.

The Jeanne Clery Act further requires “Campus Security Authorities” (“CSAs”) to report campus crime statistics to Regis College Campus Police.

"Campus Security Authorities," as specified by the Clery Act, include security and law enforcement officers, Dean of Students, athletic coaches, residence life staff, overseers and advisors to student clubs and organizations, and other campus officials who have "significant responsibility for student and campus activities," such as, but not limited to, student housing, student discipline and campus judicial proceedings. However, pastoral counselors and professional counselors acting according to the license or profession are exempt from the reporting requirement while working within the scope of a license or certification. A CSA is NOT responsible for determining whether a crime took place - that is the function of Campus Police or the Weston Police Department.

Campus Security Authorities training is done by scheduling a time with Campus Police or online. The CSA reporting form can also be found online if needed to report a crime to Campus Police. The form and power point presentation was last
updated in August of 2014, and can be found online at: http://www.regiscollege.edu/about/public-safety.cfm

Individuals serving Regis College as Campus Security Authorities include:

- Vice President of Undergraduate Student Affairs & Enrollment:
  (781)768-7050 or ext. 7050
- Student Housing officials: (781)768-7452 or ext. 7452
- Judicial Affairs & discipline: (781)768-7455 or ext. 7455
- Athletic Director & team coaches: (781)768-7143 or ext. 7143
- Student Health Center Director: (781)768-7290 or ext. 7290
- Residence Life Staff: (781)768-7452 or ext. 7452
- Title IX Coordinator: (781)-768-7369 or ext. 7369

**Daily Logs and Daily Crime Logs**
The Regis College Campus Police Department maintains a daily log in addition to a daily crime log. These logs record, by the date the incident was reported, all crimes and other serious incidents that occur on campus. The Regis College Campus Police maintains a daily log in two methods; electronic and hard copy. The Daily Logs and Crime Logs are available for view in the Campus Police Office.

**ACCESS TO CAMPUS FACILITIES**
Most campus buildings and facilities, with the exception of student residence halls, are accessible to all members of the campus community.

All residence halls remain locked 24 hours a day. Security personnel monitor admittance to all residence halls; access is permitted to residents upon presentation of a valid student ID card. Residence is verified by an electronic access control system. Guests and visitors must present a photo ID to the security personnel and be signed in through the visitor management system.

Residence halls are equipped with intrusion alarms on exterior doors as well as alarms to detect doors which have been propped open. These alarms are monitored at the Regis College Campus Police. Officers are dispatched to investigate each alarm.
KEYS/SECURITY OF RESIDENTIAL BUILDINGS

When a resident student checks into his/her residence hall at the start of the academic year, he/she will be issued a room key and a Regis College ID. This key and ID card will grant the student access into the front entryway of his/her assigned residence hall. Residents should always make sure that they lock their room door whenever they leave, and be sure to take their keys with them. It is not advisable to carry keys to the residence areas and a College ID on the same key ring or holder. If a resident loses his/her keys or if they are stolen, it should be reported immediately to the Regis College Campus Police and/or a member of the Residence Life and Housing Staff. The resident must pay a fee of $200 for a new lock and keys, payable to the Office of Residence Life prior to the issuance of replacement keys in the event a student’s keys are lost or stolen. The Office of Residence Life will work with residents on payment plans.

Unauthorized possession, duplication, use of handicap code, or use of keys that permit access to College facilities, including the residence halls, is prohibited. Residents and students who allow others to use their keys will be subject to a fine and further judicial sanctions. The front door of each residence hall will be locked at all times. The front door will serve as the only entrance to the residence hall except in emergency situations. Individuals will be documented and face judicial sanctions if found using alternate egresses, including emergency doors, windows, and side entryways. Window screens must remain properly affixed and closed at all times. Propping of any exterior door is strictly prohibited. A resident may be fined up to $200 and face judicial action if found propping an exterior door or using an alternate method of egress or entry.

Safety within the residence halls is a priority for the entire campus community and all community members have a responsibility to assist in maintaining the security of the hall. The best way to aid in this process is to adopt the following procedures: individuals must not prop open exterior doors; must not allow people access who do not have a key and do not live in the building; nor pull on an exterior door to force it open. Regis College community members are expected to notify Regis College Campus Police, the Resident Area Coordinator or the Resident Assistant of any doors or windows that are not functioning properly. Regis College Community members should contact Regis College Campus Police or a member of
the Residence Life and Housing Staff if they see anyone in the halls who does not belong there.

**MAINTENANCE AND SECURITY OF CAMPUS GROUNDS AND FACILITIES**
The College maintains a very strong commitment to campus safety and security. Exterior lighting is an important part of this commitment. Parking areas, pedestrian walkways and building exteriors are well illuminated. Surveys of exterior lighting on campus are conducted regularly by the Regis College Campus Police and Physical Plant Facilities staff and high priority is given to maintenance of exterior lights.

Members of the campus community are encouraged to report any exterior lighting deficiencies to the Campus Police or Physical Plant staff.

The exterior doors of academic buildings are locked following the last class each evening. Door and locking hardware deficiencies are reported to the Facilities Department immediately upon discovery by the Campus Police staff. Shrubbery and trees on campus are trimmed on a regular basis.

Campus parking areas, grounds and buildings are patrolled 24 hours a day, 7 days a week by College Police Officers. Contract security officers monitor the desk of each residence hall and on certain nights during peak hours provide security at the main gate by checking ID’S, providing a visible deterrent to crime and serving as additional “eyes and ears” for the College Police.

**ABOUT THE CAMPUS POLICE**
The Campus Police Department, located in College Hall Room 102 is open 24 hours per day, 365 days each year. The telephone number for Emergency calls is (781)768-7777 or dial ext. 7777 for routine business the telephone number is (781)768-7111 or dial ext. 7111. Both phone lines are recorded. Officers patrol the campus in a proactive manner on foot, and in police cruisers.
LAW ENFORCEMENT AUTHORITY AND INTERAGENCY RELATIONSHIPS

The Regis College Police have full powers of arrest on all property owned or maintained by Regis College. The power of arrest held by Regis College Police Officers is derived under the provisions of Massachusetts General Laws Chapter 22C Section 63. Regis College Police Officers are sworn Deputy Sherriff of the Middlesex County Sheriff’s Department and maintain full arrest powers in Middlesex County as Deputy Sherriff’s of the Middlesex County Sherriff’s Department. Regis College Police Department maintain a close working relationship with the Weston Police Department, Massachusetts State Police, Waltham District Court, Middlesex County District Attorney’s Office and federal law enforcement agencies and all appropriate elements of the criminal justice system. Crime related reports and statistics are routinely exchanged. A formal written agreement outlines the policy and procedures whereby Regis College Police Officers have direct radio access to the Weston Police to ensure effective coordination between departments during emergencies.

The Regis College Police supervisory staff is encouraged to actively participate in professional associations which foster increased proficiency in their areas of police responsibility. Members of the Regis College Police staff maintain active membership as well as leadership positions in the International Association of Campus Law Enforcement Administrators, the Northeast Colleges and Universities Security Association, the Massachusetts Association of Campus Law Enforcement Administrators, the Massachusetts Chiefs of Police Association, the Greater Boston Campus Police Criminal Information Exchange, the Massachusetts Police Training Officers Association, and the New England Campus Fire Safety Officers Association.

Campus Police Education and Specialty Training

All appointed Regis College Police Officers are graduates of a police academy conducted or sanctioned by the Massachusetts State Police or Massachusetts Police Training Committee. Recruit Training Academies consist of several months of full-time, in-depth training in all aspects of police operations and are followed by several weeks of field training under the close supervision of a Field Training Officer. Upon graduation from a Massachusetts Regional Police Academy Regis
College Police Officers are commissioned in accordance with the provisions of Chapter 22C Section 63 of the Massachusetts General Laws including Middlesex Sheriff’s Powers. This statute grants Regis College Police Officers full law enforcement authority in and upon all property owned, occupied or used by the College. Regis College Campus Police in collaboration with the Massachusetts State Police conduct annual mandatory in-service training programs for all officers. Regis Police officers are frequently assigned to attend in-depth training programs covering a wide variety of specialized topics such as crime prevention, the investigation of sexual assaults and bias-motivated crime, as well as other subjects which enhance the ability of the Regis College Campus Police in providing comprehensive public safety services.

**Emergency Medical Services**

All Regis College Campus Police Officers are certified Medical First Responders. Fully-equipped emergency medical supply kits including automatic external defibrillators (AED) are carried in College Police vehicles and additional AEDs are installed at various campus buildings.

**Reporting Crimes and Emergencies**

The Regis College Campus Police provides a comprehensive program of police, security, crime prevention, fire safety, emergency medical training, parking control and related public safety services to help ensure that the College community remains a safe and pleasant place in which to study, live and work.

Members of the Regis College community are encouraged to report crimes, suspicious activity or other emergencies to the Campus Police immediately. The Regis College Campus Police (RCCP) are located in College Hall room 102 and can be contacted by calling (781) 768-7111 or dial ext. 7111 to report emergencies of Fire, Police or Medicals, the number is (781) 768-7777 or dial ext. 7777 calls are answered 24-hours a day every day by full-time trained Dispatchers at the Regis College Campus Police office. Regis College Campus Emergency telephones identified by a blue light are located throughout the campus and can be used to report crimes or other types of emergencies. Confidential and anonymous reports will be accepted but may significantly limit the ability of the Regis College Police Department to fully investigate and address the alleged crime.
The Regis College Campus Police maintains direct contact with the Weston Police and Fire Departments, ensuring prompt assistance and support from these agencies when needed.

**Pastoral and Professional Counselors**
If students wish to report an incident confidentially they are encouraged to seek counsel with their pastoral counselors and/or professional counselors who acting according to the license or profession are exempt from the reporting to the police while working within the scope of a license or certification.

**Off Campus Crime Reporting**
The Regis College Campus Police Department works in conjunction with Residence Life staff with all crime reporting that may result from all students off Campus. Regis College does not have any student organization with off-campus student housing nor does it have any off-campus student organizations.

**EMERGENCY NOTIFICATION POLICY & ITS SYSTEM AND PROCEDURE**
In the event of a serious incident which poses an immediate threat to members of the Regis College community, Regis College has variety of systems in place for communicating information quickly to the Regis community. Upon confirmation of a significant emergency or dangerous situation that involves an immediate threat to the health or safety of the students or employees occurring on campus, some or all of these methods of communication may be activated. These methods of communications may include activating REGIS ALERT, an emergency notification system utilizing email, text messaging and telephone voice messaging; messages displayed on electronic message boards on campus; or messages on the home page of Regis website. The College will also post updates during a critical incident on the Regis College home page at www.regiscollege.edu. Serious threats of this nature may involve weather, health or personal safety situations. Based on the nature of the emergency the responsibility for assessing the severity of the threat begins with the First Responders to the situation. They will immediately inform the College Crisis Management Team, who will generally have the responsibility for preparing and disseminating emergency messages and updates. In the event of confirmation of a threat involving imminent risk to personal safety the Director of the Public Safety or his designee may activate REGIS ALERT immediately, prior to notifying the College Crisis Management Team.
Many factors are considered when assessing a situation to determine whether to activate one or more of the emergency communications systems and if so, the content of the message and whether to send the emergency message to all or some of the campus community. Among the factors to be considered is the nature and anticipated duration of the emergency situation and whether the emergency applies to a particular building or segment of the population or to the entire community. The Crisis Management Team or Director of Public Safety will make a decision without delay, taking into account the safety of the community, determine the content of the notification and initiate the notification system, unless issuing a notification will, in the professional judgment of responsible authorities, compromise efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency.

The College Crisis Management Team plans, publicizes and conducts a test of the emergency response and notification system at least annually and maintains a record documenting each test, including a description of the exercise, the date, time and whether it was announced or unannounced.

**TIMELY WARNINGS**

Timely Warnings - in cases where the Director of Campus Police or his designee determines that a crime or crime trend represents a serious or continuing threat to students or employees a Timely Warning will be distributed in order to alert the campus community so they can take precautions to aid in the prevention of further crimes. These warnings may be distributed utilizing email or one or more of the communications systems utilized for imminent campus emergencies as outlined in the Emergency Notification Systems and Procedures section of this report, or other methods deemed appropriate by the Director of Public Safety on a case by case basis. Timely warning system will be utilized for Clery reportable crimes and anything else that may pose a risk to the community. Campus Police may also use Social Media, i.e. Facebook and/or Twitter (@rccampuspolice) as a method to warn the Regis Community.

**EMERGENCY DRILLS TESTING & EVACUATION PROCEDURES**

An evacuation drill is coordinated by the Regis College Campus Police Department at least once each semester for all residential facilities on campus. The emergency
response and evacuation procedures are necessary so that the staff and students learn the locations of all emergency exits located in the building and are provided guidance about the direction they should travel when exiting each facility for a short-term evacuation. Regis College Campus Police as well as the Office of Residence Life will communicate information to the students regarding the drill if any changes need to be made.

The purpose of evacuation drills is to prepare building occupants for an organized evacuation in case of fire or other emergency. Written procedures for evacuation are posted in each building on campus. Each evacuation drill is documented and a drill report is kept on file in the Campus Police Office. These drills are conducted with the Weston Fire Department.

The emergency alert system is tested periodically each semester in conjunction with the Weston Fire Department.

**SEXUAL MISCONDUCT AND GENDER DISCRIMINATION**

Regis is committed to creating and maintaining a community where all individuals - whether student, teacher, administrator or staff member - can work and learn together in an atmosphere free of all forms of harassment, exploitation, or intimidation. Consequently, Regis prohibits all forms of sexual misconduct (including sexual harassment, sexual assault, and sexual exploitation), domestic violence, dating violence, stalking, and gender discrimination. As such, Regis will uphold and comply with all federal, state, and local laws regarding sexual misconduct and gender discrimination.

Upon receipt of a report of sexual misconduct, domestic violence, dating violence, stalking or gender discrimination, Regis will conduct an investigation and, where appropriate, adjudicate alleged student violations through the Title IX Investigation Process outlined below. The Office of Human Resources will investigate reports involving Regis employees. The Office of Student Affairs and the Office of Human Resources will jointly investigate reports involving both students and employees. Regis disciplinary action against students or employees is separate from any criminal or civil proceeding.
DEFINITIONS

GENDER DISCRIMINATION
Gender discrimination is any harassing or disparate treatment based on gender, sex-stereotyping, sexual orientation, or gender identity, which limits or denies a person’s ability to participate in or benefit from Regis educational programs, employment, activities, or services.

CONSENT
Consent is mutual permission between partners. To consent to something, such as a sexual act, means a person knowingly and willingly agrees to the act. A person cannot give consent if he/she is incapacitated by substances, if they are unconscious, or if they are asleep.

SEXUAL MISCONDUCT
Sexual misconduct is a broad term referring to non-consensual sexual activity including, but not limited to, sexual assault, sexual harassment, and sexual exploitation. Sexual misconduct can occur between people who know or do not know each other, who are or are not in a relationship, who have previously had consensual sex, people who work together, or others. Sexual misconduct may be committed by or against people of all genders.

SEXUAL ASSAULT – RAPE AND INDECENT ASSAULT
Rape is the penetration of any bodily orifice by any part of the body, or by an object, performed against the person’s will, without consent, and with the threat of or actual use of force. Under Massachusetts law, both men and women may be the victims of rape, and both may be the perpetrators of a rape. Rape may occur when the victim is unable to give consent (as is the case when he or she is intoxicated or unconscious). Rape may occur between people who know each other, and between people who have previously had consensual sexual relations.

Indecent assault and battery is intentional physical contact of a sexual nature without consent. This may include, but is not limited to, touching a woman’s breasts or an individual’s genital area or buttocks.
SEXUAL HARASSMENT
Sexual harassment is unwelcome conduct of a sexual nature, including unwelcome sexual conduct that limits or denies a person’s ability to participate in or benefit from Regis educational programs, employment, activities, or services. Sexual harassment may include incidents between any members of the Regis community, including faculty, staff, coaches, students, or non-student or non-employee participants in Regis activities, such as vendors, contractors, or guests. Sexual harassment may occur in hierarchical relationships, between peers, or between persons of the same sex or opposite sex. Examples of prohibited conduct include, but are not limited to: lewd or sexually suggestive comments, explicit requests for sexual favors, unwelcome touching, off-color language or jokes of a sexual nature, slurs and other verbal, graphic or physical conduct relative to an individual’s gender, or any display of sexually explicit material.

SEXUAL EXPLOITATION
Sexual exploitation occurs when an individual takes non-consensual sexual advantage of another individual for the personal benefit of the alleged offender or for the personal benefit of another. Sexual exploitation includes non-consensual sexual activity that does not otherwise satisfy the definitions of sexual assault or sexual harassment. Examples of sexual exploitation include, but are not limited to, the following:

Sexual Exploitation by Recording: recording (whether by photograph, video, audio, or other means) an individual involved in sexual activity or in an intimate or private state of undress without their knowledge or consent. Consent to sexual activity does not equate to consent to the recording of sexual activity.

Digital, Electronic, or Media Based Sexual Exploitation: dissemination (whether by mail, e-mail, internet, social media web site, electronic, or any other means) of any recording of an individual involved in sexual activity or in an intimate or private state of undress with their knowledge or consent.
Voyeurism: observation of an individual involved in sexual activity or in an intimate or private state of undress without their knowledge or consent.

DOMESTIC VIOLENCE
Domestic violence is any act between family or household members which involves physical harm or the attempt of physical harm; places another in imminent fear of serious physical harm, or; causes another to engage in sexual relations without their consent. Family or household members include persons who are or were married; reside in the same household; are related by blood or marriage; have a child in common, or; are or have been involved in a substantial dating relationship.

DATING VIOLENCE
 Dating violence is violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the reporting party. The existence of such a relationship shall be determined based on the length of the relationship; the type of relationship; and the frequency of interaction between the persons involved in the relationship.

STALKING
Stalking is 1) willfully and maliciously engaging in a pattern of conduct or series of acts towards a person which alarms or annoys that person and causes substantial emotional distress and 2) making a threat intending to place the person in imminent fear of death or injury.

RESOURCES AND PROCEDURES

RECOMMENDED ACTION
1. Get to a safe place as soon as possible
2. Call someone for help and support

<table>
<thead>
<tr>
<th>Resource Name</th>
<th>Location</th>
<th>Contact</th>
<th>Phone</th>
<th>Email/Web Address</th>
</tr>
</thead>
<tbody>
<tr>
<td>Campus Police</td>
<td>College Hall 102</td>
<td></td>
<td>781.768.7111 or 781.768.7777</td>
<td><a href="mailto:safety@regiscollege.edu">safety@regiscollege.edu</a></td>
</tr>
<tr>
<td>Title IX Coordinator</td>
<td>College Hall 201</td>
<td>Adam Thrasher</td>
<td>781.768.7369</td>
<td><a href="mailto:Adam.thrasher@regiscollege.edu">Adam.thrasher@regiscollege.edu</a></td>
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</tr>
<tr>
<td>Title IX Deputy Coordinator</td>
<td>Lower Student Center 125</td>
<td>Kelly Golden</td>
<td>781.768.7535</td>
<td><a href="mailto:Kelly.golden@regiscollege.edu">Kelly.golden@regiscollege.edu</a></td>
</tr>
<tr>
<td>Dean of Student Affairs</td>
<td>Upper Student Center 213</td>
<td>Walter Horner</td>
<td>781.768.7029</td>
<td><a href="mailto:Walter.horner@regiscollege.edu">Walter.horner@regiscollege.edu</a></td>
</tr>
<tr>
<td>Office of Residence Life</td>
<td>Lower Student Center 124</td>
<td>Bridget Buoniconti</td>
<td>781.768.7895</td>
<td><a href="mailto:Bridget.buoniconti@regiscollege.edu">Bridget.buoniconti@regiscollege.edu</a></td>
</tr>
</tbody>
</table>

### ON-CAMPUS RESOURCES – CONFIDENTIAL

<table>
<thead>
<tr>
<th>Health and Counseling Services</th>
<th>Maria Hall Lower Level</th>
<th>Dianna Jones</th>
<th>781.768.7290</th>
<th><a href="mailto:Dianna.jones@regiscollege.edu">Dianna.jones@regiscollege.edu</a></th>
</tr>
</thead>
<tbody>
<tr>
<td>Center for Ministry and Service</td>
<td>St. Joseph Hall Suite 4</td>
<td>Father Paul Kilroy</td>
<td>781.768.7027</td>
<td><a href="mailto:Paul.kilroy@regiscollege.edu">Paul.kilroy@regiscollege.edu</a></td>
</tr>
<tr>
<td>Ethics Point (Regis’ third-party operated hotline system)</td>
<td></td>
<td></td>
<td>855.975.6790</td>
<td>Regiscollege.ethicspoint.com</td>
</tr>
</tbody>
</table>

### OFF-CAMPUS RESOURCES (*denotes confidential resources)

<table>
<thead>
<tr>
<th>Resource Name</th>
<th>Location</th>
<th>Phone</th>
<th>Services Provided</th>
</tr>
</thead>
<tbody>
<tr>
<td>Reach MA*</td>
<td>Waltham, MA</td>
<td>781.891.0724 (general support) 800.899.4000 (hotline)</td>
<td>24 hour hotline; ongoing support for survivors of dating and domestic violence</td>
</tr>
<tr>
<td>Boston Area Rape Crisis Center*</td>
<td>Boston, MA</td>
<td>800.841.8371</td>
<td>24 hour hotline; ongoing support for survivors of rape</td>
</tr>
</tbody>
</table>
### Newton-Wellesley Hospital Domestic Violence/Sexual Assault Program*

<table>
<thead>
<tr>
<th>Newton, MA</th>
<th>617.243.6521</th>
<th>Medical treatment; access to SANE Nurse; pregnancy and STI testing</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Weston Police</th>
<th>Weston, MA</th>
<th>617.339.6720</th>
<th>Assistance in pursuing legally enforced restraining or protective orders and criminal action</th>
</tr>
</thead>
</table>

3. **Get Medical Attention**

Regis will facilitate transportation to a hospital or health professional for medical treatment. Even if there is no obvious sign of physical injury, internal injuries are possible. Early testing and treatment for sexually transmitted illnesses and possible pregnancy can prevent further problems.

Reporting parties should avoid eating, drinking, showering, bathing, douching, or changing clothes before going to the doctor. These activities might result in destroying evidence. Evidence can be collected shortly after a sexual assault has occurred and will be helpful in any subsequent prosecution. It is a good idea to have evidence taken even if a reporting party is uncertain about reporting the assault.

4. **Seek Counseling**

It is often helpful for reporting parties to seek counseling. The crisis intervention and counseling services provided by Regis (see above) are available to all members of the Regis community regardless of where the assault may have happened.

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**REPORTING**

Regis seeks to create an environment that encourages the reporting of sexual misconduct and gender discrimination. Reporting parties may report such incidents (of sexual misconduct (including sexual harassment, sexual assault, and sexual exploitation), domestic violence, dating violence, stalking, and gender discrimination (also referred to as “Title IX incidents”) to Campus Police, Weston
Police, the Office of Student Affairs, the Title IX Coordinator, or any other Regis official.

Reporting parties may decide whether or not to file a criminal report with Campus Police or local law enforcement. Reporting an incident to the police does not commit a reporting party to further legal action or participation in any criminal proceeding. Should a reporting party choose to file a report, they will be asked what happened, where it happened, and what the alleged offender looked like. The earlier an incident is reported, the easier it will be for the police to investigate the crime and prosecute the case successfully. If desired, Regis personnel will assist reporting parties in contacting police to file a report.

Regis officials who receive a report of sexual misconduct, domestic violence, dating violence, stalking or gender discrimination will inform Campus Police of the incident, but will not include a reporting party’s personal or identifying information without the reporting party’s consent. The purposes of this report are to determine whether the greater Regis community should be warned about a potentially dangerous situation and to collect crime statistics. Campus Police will investigate all received reports, but investigation will be limited where a reporting party has decided not to report their personal or identifying information. Note that Massachusetts law requires an individual who has witnessed a sexual assault or rape to contact police as soon as they can possibly do so without putting themselves in danger.

**STUDENT CONDUCT AMNESTY**

Regis does not want a student’s use of drugs or alcohol to discourage them from reporting an incident of sexual misconduct or gender discrimination. As a result, Regis will provide student conduct amnesty to students involved in a Title IX incident for their personal use of prohibited or illegal drugs or alcohol in connection with that incident. In other words, Regis will not pursue student conduct sanctions for a student’s own use of prohibited or illegal drugs or alcohol occurring in the context of a Title IX incident. Regis will not provide this amnesty, and will pursue student conduct sanctions, for students who provide drugs or alcohol to another individual in a prohibited or illegal manner.

**CONFIDENTIALITY & PRIVACY**

[20]
Regis is committed to maintaining the privacy of individuals involved in a Title IX incident. The following individuals must be informed that an incident of sexual misconduct or gender discrimination has occurred on campus: Title IX Coordinator, Vice President of Student Affairs and Enrollment, Deans of Student Affairs, the involved Title IX Investigators, and Campus Police. These individuals will maintain the privacy of involved parties.

If a reporting party decides to file a criminal report with the police, his/her name will not be made public – Massachusetts law requires that the identity of an individual reporting a sexual assault be kept confidential in criminal proceedings.

**ACCOMMODATIONS**

Regis will accommodate reasonable changes to a reporting party’s and respondent’s academic and living situations following an alleged Title IX incident, regardless of the reporting party’s decision to report the crime to Campus Police or other law enforcement. These accommodations may include, but are not limited to, a new residential housing assignment, a leave of absence or withdrawal from Regis, Campus Police escorts, parking privileges, Regis-issued no-contact orders, and class schedule modifications. Further, Regis will assist in the enforcement of any lawfully issued restraining orders or orders of protection. In order to provide such accommodations or assistance, Regis may need to disclose a reporting party’s or respondent’s identity to certain Regis staff. Such disclosure will be made on a strict need-to-know basis.

If a student has a disability and feels they will need an accommodation during this process, they should immediately contact the Title IX Coordinator at adam.thrasher@regiscollege.edu and upon receipt of notice of investigation. All requests for accommodations must be made in writing via email in advance. Consultation may be made with the Office of Disability and Accessibility Services regarding any such requests.

**TITLE IX INVESTIGATIONS**

Separate from any criminal investigation, Regis will conduct an investigation into all reported instances of sexual misconduct or gender discrimination. Depending on the circumstances, this may be a formal Title IX investigation where Title IX investigators interview involved parties, review relevant documentation, and
prepare an investigation report together with the Title IX Coordinator. In a formal investigation the reporting party and the respondent will be informed of each other’s identity and will have an equal opportunity to participate. If Regis does not conduct a formal investigation, it will conduct a limited investigation based on available information and will not disclose the parties’ identities to one another.

Both reporting parties and respondents will have the same opportunity to have an advisor of their choice present during Title IX investigation interviews and the Title IX student conduct process (see below). Advisors are permitted for the sole purpose of providing support to the student during an interview. The advisor may not offer any information, respond to any question, or ask any question.

“CARE” ADVISOR

Reporting parties and respondents will have access to a member of the Campus Assault Resources and Education Team, a “CARE” Advisor, throughout the Title IX investigation and any subsequent student conduct proceeding. A CARE Advisor can provide information about the investigation procedure, can help arrange reasonable accommodations, and can provide general support. Consulting with a CARE Advisor is not mandatory – a CARE Advisor may be highly involved or only slightly involved depending on the wishes of the student.

TITLE IX STUDENT CONDUCT PROCESS

A Title IX student conduct proceeding follows a different process than the student conduct proceedings outlined in Section III of the Regis Student Handbook.

A reporting party is eligible for accommodations (see above) without regard to Regis’ pursuit of any student conduct action against a respondent.

Following a Title IX investigation, an investigation report is submitted to the Dean of Students or their designee for a student conduct review if 1) the respondent is a Regis student and 2) the respondent was notified of the Title IX investigation and had an equal opportunity to participate in the Title IX investigation.

The Dean of Students will review the Title IX investigation report and any related documentation and will make a finding as to the respondent’s responsibility by applying a preponderance of the evidence standard. In other words, 51% of the evidence would need to support a finding that a violation occurred and that the
respondent committed that violation. If found responsible, a respondent may face sanctions including restriction from Regis property and functions, suspension, housing restrictions, or dismissal/expulsion from Regis, as more specifically defined Section III, The Student Conduct System of the Regis Student Handbook. Either party may appeal the Dean of Students’ or their designee’s decision according to the appeal process described in Section III, The Student Conduct System in the Regis Student Handbook.

The reporting party and the respondent will receive simultaneous, written notice of the outcome of the student conduct review, procedures for appeal, any changes prior to the final results, and the final results of any such appeal.

Regis reserves the right to modify the processes contained herein in order to promote an equitable and fair process to all parties. Regis maintains the right to re-open any Title IX investigation should further evidence become available.

**RETAILIATION PROHIBITED**

Regis prohibits individuals from retaliating against a person who makes a report of sexual misconduct or gender discrimination. Regis further prohibits individuals from retaliating against anyone providing assistance with such a report or participating in any manner in an investigation or resolution of a report. Retaliation includes threats, intimidation, reprisals, and/or adverse actions related to employment or education.

**EDUCATIONAL PROGRAMMING**

Throughout the year, Regis offers the community sexual harassment and sexual assault educational opportunities including, but not limited to:

- **Peer Bystander Educators:** This is a group of undergraduate students dedicated to preventing acts of harassment and discrimination on campus. They are specifically aimed at being pro-social bystanders and ending sexual misconduct on campus. They work to offer programming and workshops throughout the year.

- **Bystander Committee:** The mission of the Bystander Intervention Committee is to educate the Regis community to issues of sexual assault and
gender misconduct. Through programming, internal and external partnerships, social media engagement, and educational training, the team seeks to equip students, faculty, and staff with the tools to safely intervene as pro-social bystanders. The goal of the committee is to make all members of the community feel safe and valued, which is reflective of the tenets of the Sisters of Saint Joseph of Boston.

- Rape Aggression Defense (RAD): This self-defense training is offered by the Regis Campus Police Department.

- SAVE (Sexual Assault and Violence Education) Week: Hosted by the Bystander Committee, SAVE Week provides educational programming around issues of domestic, relationship, and sexual violence. Programming traditionally has included local and regional speakers, memorial displays, residence-hall programming, and events with Campus Police.

- We See You and You Matter: We See You and You Matter is Regis’ bystander intervention program. Through this initiative, members of the Regis community will have the opportunity to participate in bystander intervention training and other programming initiatives and media campaigns that will enhance the bystander movement on campus.

- Online Training: in addition to bystander education, first-year students are required to complete online training though their First-Year Seminar Moodle course.

- Other ongoing programming: other programs, poster campaigns, and educational sessions are offered throughout the year. Students will be informed of such events through weekly emails such as This Week and Regis.

**SEX OFFENDER DATA**

Students, faculty and staff members can obtain information on registered sexual offenders living in the immediate area by contacting the Weston Police Department. General information about the Commonwealth of Massachusetts Sex Offender Registry Board can be found using the following contact information:

Commonwealth of Massachusetts Sex Offender Registry Board
OVERVIEW OF THE STUDENT CONDUCT PROCESS OUTSIDE TITLE IX VIOLATIONS

The Student Conduct System and related procedures are distinct and separate from criminal and civil court proceedings and do not provide identical rights to the accused as are available in those proceedings. The Student Conduct System is not designed to be, and should not be expected to function as a court of law.

Regis reserves the right to modify institutional policy, the Regis Student Conduct System processes, and any other provision contained herein. Student Conduct procedures will be adhered to as faithfully as possible, but variations dictated by circumstances will not invalidate the process.

In addition to the process described here, when an incident involves classroom conduct or violations of academic standards the student will also be subject to the Classroom Code of Conduct as described in the Regis Academic Catalog.

In lieu of adjudication, members of the Regis community may choose to mediate a dispute with the approval of the Student Affairs staff member hearing the case. Mediation uses a neutral third party to help resolve disputes, leaving resolution in the hands of the disputing parties.

Parents, guardians, and legal representation are not permitted to be present at any student conduct proceeding.

Student conduct matters related to gender discrimination, sexual harassment, sexual assault, domestic violence, dating violence, and stalking are subject to an alternate student conduct process described above in the Sexual Violence and Gender Discrimination section. Student conduct matters related to bias based on race, ethnicity, sexual identity, ability, or other protected identity may be resolved
through the Bias Response Protocol in addition to the administrative process below.

There are two forums in which cases are traditionally adjudicated at Regis: An Administrative Hearing or a Conduct Board Hearing. An Administrative Hearing is a conduct hearing conducted by a trained staff member from the Office of Student Affairs. A case that is referred the Conduct Board is heard by several trained members of the Regis community.

**ADVISOR FOR THE STUDENT**

Students (whether a complaining party or an accused party) may make use of an advisor to support and be present when presenting their case or testimony during any Conduct Board or appeal hearings. This person may be their academic advisor, faculty, or class advisor. Advisors are only permitted in Administrative Hearings at the discretion of the Assistant Dean of Student Affairs/Chief Conduct Officer. The advisor must be a member of the Regis community. Those who have a law degree may not act in the role of a legal attorney but may only act as an advisor as outlined in this handbook. Use of an advisor is at the student’s own discretion. It is the student’s responsibility to contact his/her advisor and make the advisor available for the scheduled hearing. The student must provide the name of his/her advisor to the Assistant Dean of Student/Chief Conduct Officer in writing at least 24 hours prior to the scheduled hearing.

Advisors are available to support the student during a hearing. The advisor may not present evidence or ask questions. An advisor may not examine witnesses, object to testimony or procedure or to present arguments. The advisor must only quietly and unobtrusively advise the student in whispers or by written note.

Access to advisors in student conduct matters related to gender discrimination, sexual assault, domestic violence, dating violence, and stalking is subject to an alternate process described above in the Sexual Violence and Gender Discrimination section.
PARENTAL OR LEGAL GUARDIAN NOTIFICATION

Pursuant to the Family Educational Rights and Privacy Act (FERPA), Regis has the option to inform a parent or guardian of any student who is under the age of 21 of any alcohol or other drug violations. Regis may further choose to inform the parent or guardian of other types of incidents that involve violations that may be life threatening or harmful to the student’s (or other’s) health.

Parent/guardian notification will either take the form of a written letter or phone call, predicated upon the seriousness of the violation and/or urgency of the situation.

STUDENT CONDUCT PROCESSES

A. NOTIFICATION OF COMPLAINT

Incident reports, Campus Police reports, or other written reports indicating violations the Regis Student Handbook and Regis Student Code of Conduct will be referred to the Assistant Dean of Student Affairs/Chief Conduct Officer, who will contact the student(s) in question.

These documents serve as formal student conduct complaints against the accused ("respondent") student.

Investigations may continue beyond the academic semester if additional time is needed to provide a comprehensive investigation of the incident(s) or materials.

B. COMPLAINT REFERRAL

The Assistant Dean of Student Affairs/Chief Conduct Officer will refer a complaint to either an Administrative Hearing Officer or the Conduct Board. The Assistant Dean of Student Affairs/Chief Conduct Officer will make this determination based on: a) the request of the complaining student (if applicable); b) the severity of the alleged incident; c) whether the incident involved a respondent student with repeated violations, or; d) whether the incident involved multiple parties, including witnesses.
C. NOTICE TO APPEAR

Upon receipt and review of a student conduct complaint, the designated Administrative Hearing Officer will provide the respondent student with a written Notice to Appear. The Notice to Appear will describe the alleged violations and include the time, date, and location of the Administrative Hearing or Conduct Board Hearing.

A respondent student has 24 hours to confirm the time offered by the Administrative Hearing Officer or offer an alternative time they are available. They will receive no more than one reminder about the time of their hearing. A respondent student’s failure to attend or reschedule will be treated as if the respondent student is not contesting the charges, and a decision will be made based upon the information available.

Students who are called as witnesses or are complainants in an incident will also receive timely notification regarding a time to appear. All summoned parties will be expected to maintain confidentiality regarding the case and the hearing.

Students with disabilities may request reasonable accommodations related to their participation in the student conduct process. A student must make this request in writing to the Director of Office of Student Disability and Accessibility Services and the Administrative Hearing Officers prior to the scheduled hearing.

D. ADMINISTRATIVE HEARING

The aim of the Administrative Hearing is to come to a resolution that promotes student accountability and learning. Throughout the Administrative Hearing, the respondent student may ask questions regarding the charges, the student conduct process, as well as the possible outcomes of the hearing.

An Administrative Hearing process includes, but may not be limited to, the following steps:

1. The respondent student will be asked to sign their acknowledgment of rights and honesty statement.
2. The Administrative Hearing Officer will introduce themselves and ask if the respondent student has any questions.

3. The Administrative Hearing Officer will inform the respondent student of the alleged violations of the Student Code of Conduct. At that time, the respondent student will be asked to enter a plea of “Responsible” or “Not Responsible” to each alleged violation of the Student Code of Conduct.

4. The respondent student will have the opportunity to read and/or hear the incident report and any supporting documentation regarding the alleged violations.

5. The Administrative Hearing Officer may ask questions to clarify why the respondent student has entered this plea. They may also ask follow-up questions based on the information provided from reports and supporting documents.

6. The Administrative Hearing Officer will seek to work towards an agreement with the respondent student on whether they will be found Responsible or Not Responsible for each alleged charge. If an agreement can be made, the Administrative Hearing Officer may begin to discuss potential sanctions with the respondent student.

7. If the Administrative Hearing Officer and the respondent student cannot agree on the respondent student’s responsibility in the incident, the Administrative Hearing Officer may take more time (up to 2 business days after the Administrative Hearing) to determine an outcome.

8. Following the Administrative Hearing, the Administrative Hearing Officer will send a Conduct Outcome Letter to the respondent student via email. The Conduct Outcome Letter will detail the findings of each charge (“Responsible” or “Not Responsible”, sanctions (if any), and options for appeal.

During an Administrative Hearing, additional information may become available and based on that additional information the Assistant Dean of Student Affairs/Chief Conduct Officer or designated Administrative Hearing Officer may refer the case to the Conduct Board or the Vice President of Student Affairs.
E. CONDUCT BOARD HEARING

a. COMPOSITION

The Conduct Board is composed of three (3) members, specifically one (1) faculty, one (1) staff, and one (1) student. The Vice President of Student Affairs and/or the Assistant Dean of Student Affairs/Chief Conduct Officer selects members of the Regis community to be part of the Conduct Board pool. The Conduct Board pool will convene at the beginning of each academic semester for training. Those who have been selected and trained may then be appointed to a Conduct Board Hearing.

The Assistant Dean of Student Affairs/Chief Conduct Officer will select Conduct Board members for each case and arrange the date, time, and location of the Conduct Board Hearing. Respondent students, witnesses, and victims will be given two (2) to three (3) business days’ notice regarding their role in the Conduct Board Hearing.

Respondent students have the right to offer up to three (3) witnesses to be interviewed by the Conduct Board. These names must be supplied to the Assistant Dean of Student Affairs/Chief Conduct Officer at least two business days prior to the scheduled Conduct Board Hearing.

All Conduct Board actions (e.g. findings and sanctions) will be decided by a majority vote.

b. CONDUCT BOARD HEARING PROCEDURE

Each student (complaining student, respondent student, or witness) has the right to meet with the Assistant Dean of Student Affairs/Chief Conduct Officer, and/or her designee, to review their rights and responsibilities as outlined in this Regis Student Handbook. During this meeting, various issues can be clarified: the rights of the responding student or complainant, the agenda of the hearing, the appeal process, or any other student concern related to the student and his/her involvement in the hearing and appeals process. The students are responsible for scheduling this preliminary meeting with the Assistant Dean of Student Affairs/Chief Conduct Officer or her designee.
1. Conduct Board members will meet a half hour in advance to review all incident reports and documentation regarding the incident.

2. The Chairperson of the Conduct Board (previously assigned by the Assistant Dean of Student Affairs/Chief Conduct Officer) assumes duties of conducting, moderating, and directing the hearing.

3. At the designated start time, the respondent will be invited into the room. All individuals are introduced.

4. The Chairperson of the Board reads charges against the respondent and the sections of the Student Code of Conduct that the respondent allegedly violated. The Chairperson of the Board asks for the respondent’s plea. If the Conduct Board is hearing the case as an appeal of an Administrative Hearing Officer decision, the Administrative Hearing Officer reads the original sanction letter(s) and the respondent’s appeal request.

5. Incident Report(s) are read by the Chairperson to the respondent(s).

6. The respondent is given the option to submit their testimony regarding the case. Testimony should be centered around the facts of the case. The Conduct Board may ask any clarifying questions based on the respondent’s testimony and/or the evidence of the case. Respondents reserve the right to refuse to answer any questions.

7. The respondent may submit questions for witnesses and opposing parties through the Conduct Board members. They do not have the opportunity to question witnesses or opposing parties. The respondent must then leave the hearing room while witnesses and opposing parties are called.

8. Other witnesses and/or victims, including students with information relevant to the incident, are then invited in one at a time. The Conduct Board may ask clarifying questions as needed. The Conduct Board will also ask the questions submitted by the respondent. Conduct Board members reserve the right to re-question those giving testimony if new information is to appear.

9. The Conduct Board may then call staff involved in the incident to submit testimony. This includes on-call staff, Campus Police, or other Regis personnel. It
does not include confidential advisors to the student. The Conduct Board may ask clarifying questions as needed.

10. After all witnesses, opposing parties, and staff have been called and have left the hearing room, the respondent will return to the hearing room. The Chairperson will review the testimony and answers to questions of the witnesses, opposing parties, and staff and allow the respondent to respond.

11. The respondent may then make a final statement. The respondent will then be asked to leave while the board deliberates. The Board Chairperson will give the respondent instructions regarding their outcome notification.

D. CONDUCT BOARD DECISIONS

At the conclusion of the testimony, the Conduct Board concludes the Conduct Board hearing and convenes in private to determine a finding. The Conduct Board submits, in writing, their finding (Responsible or Not Responsible) and sanctions, if any, to the Assistant Dean of Student Affairs/Chief Conduct Officer. The Assistant Dean of Student Affairs/Chief Conduct Officer will review sanctions as well as supporting documentation and may amend the Conduct Board’s sanctions in order to establish consistency across the conduct process. Sanctions will be evaluated based on the criteria in Section E (below). The Assistant Dean of Student Affairs/Chief Conduct Officer may not change the Conduct Board’s finding.

Assistant Dean of Student Affairs/Chief Conduct Officer will then send a Conduct Outcome Letter, by email, formally outlining the finding and sanctions to the respondent. Victims of cases will also receive timely notification of a finding.

E. SANCTIONS

Consistent with our mission of the formation of the whole person, sanctions are applied in the student conduct process in order to give the alleged student the opportunity to learn and grow more fully. The sanctions listed below offer
educational opportunities to the student as well as instill a high level of expectations of Regis students. Sanctions may also be applied that are aimed at keeping members of the Regis community safe on campus and within the residence halls.

A student’s conduct record is cumulative throughout his/her enrollment at Regis. Students are expected to complete all sanctions by the outlined deadlines. Students’ completion of sanctions will be actively monitored at the discretion of the Office of Student Conduct. Failure to comply with sanctioning may result in further disciplinary sanctions at the discretion of the Office of Student Affairs.

The Administrative Hearing Officer and/or Conduct Board determine sanctions based on the following criteria:

1. Alcohol violations sanctioning grid in Student Handbook (if applicable)
2. Student’s past conduct history and sanctioning (if any)
3. Severity of violation
4. Opportunity for student learning and development

Sanctions may include a combination of the following:

- WARNING: A status in which a student has been found “Responsible” for a violation of the Regis Code of Conduct but will not be issued further sanctions such as educational sanctions or restitution. Additional violations of the same or similar charges will apply in further sanctions.

- EDUCATIONAL SANCTIONS: The student will be assigned to complete an activity aimed at helping the student learn and grow from their actions. This may include reflective papers, essays, research, bulletin boards, community programming, or other ideas generated by the Administrative Hearing Officer, the Conduct Board, and/or student.

- COMMUNITY RESTITUTION: The student will complete volunteer hours on campus in order to restore the time and damage done to the community. These
hours must be signed off by a supervisor and cannot be work/volunteering that
the student would have typically completed.

FINES: Fines are applied in cases involving the following:

· Damage or destruction of property (includes vandalism and/or clean-up
  charges),

· A fire code or other space violation,

· To cover the costs of an educational sanction, or.

· A student has not completed previously assigned sanction by the written
deadline. In these cases, fines will repeat on a weekly basis until the student
completes the sanction, except where the Assistant Dean of Student Affairs/Chief
Conduct Officer or the Administrative Hearing Officer has granted an extension

· A student does not appear to a hearing and the Administrative Hearing Officer or
Conduct Hearing Board is unable to determine appropriate educational sanctions

· As deemed appropriate by the Administrative Hearing Officer

· REFERRALS: Referrals may be made to campus resources that will best support
the student’s learning and long-term growth at Regis. This includes referrals to
Health/Counseling Services, Academic Center for Excellence, Financial Aid, Center
for Ministry and Service, Director of Diversity and Inclusion or other campus
resource. Additionally, students may be referred to a “Conversation Partner”
which is a member of the faculty or staff at Regis who will meet with the student
a minimum of two times in order to better get to know the student and allow
them an interactive opportunity for reflection.

· EXCLUSION – The student will be excluded from access to or use of specified
Regis activities or premises.

Note: Students or other individuals excluded from campus may face subsequent
arrest for trespassing if a violation of the exclusion order occurs. The person
hosting this student, if any, also faces sanctions, including but not limited to,
suspension or dismissal from Regis
• NO CONTACT ORDER OR A CIVILITY AGREEMENT – The student(s) will be prohibited from communicating with a named individual(s) or must verbally and/or in writing agree to refrain from contact with a named individual(s).

• RESIDENCE HALL SUSPENSION – The student will be excluded from the residence halls for a defined period of time, after which the student will be eligible to return. Conditions for return may be specified. Students suspended from housing will not be reimbursed housing costs. *

• RESIDENCE HALL EXPULSION – The student will be permanently removed from the residence halls. Students removed from housing will not be reimbursed housing costs. Students removed from housing will have 48 hours to remove all personal items and return room keys, unless another time period is established by the Office of Student Affairs. Items remaining on campus after the given deadline will be disposed of at the student’s expense.

• PROBATION – A status under which any subsequent misconduct by the student during the period of probation will likely result in additional discipline including, but not limited to, Suspension or Expulsion from Regis. Parents/guardians may be notified of such sanctions. This will likely be combined with other sanctions such as educational sanctions and/or exclusions.

• FINAL PROBATION – An elevated form of probation in which a student is formally notified that he/she will face Suspension or Expulsion upon the next infraction of Regis policies. Parents/guardians may be notified of this status.

• SUSPENSION – The student will be prohibited from Regis property, attending classes, residing in the residence halls or participating in any Regis activities for a set period of time. A written request to return to Regis on expiration of the suspension must be presented to the Vice President of Student Affairs well in advance of the time when the student wishes to re-enroll. Details of student eligibility to petition for the consideration of reinstatement will be outlined in the student’s Conduct Outcome Letter. Upon receipt of a request, the Vice President of Student Affairs will review the request, may ask for additional information and/or documentation, and will make a determination regarding suitability for return. Notifications of suspensions will be sent to appropriate offices, including
the student’s academic advisor. Parents/guardians may be notified of the decision. *

- EXPULSION – The student is permanently removed from their Regis academic program without the option to return (pending appeal). Parents/guardians may be notified of the decision. *

- SPECIAL SANCTIONS/CONDITIONS – Regis reserves the right to impose Special Sanctions or Conditions at its discretion. Special Sanctions or Conditions are most often imposed in addition to other disciplinary sanctions (e.g. warnings, probation, final probation, suspension), and not instead of them. *

* Note: A student who receives a sanction of Suspension, Expulsion, Residence Hall Suspension, or Residence Hall Expulsion is not eligible for a refund on his/her tuition, room, or board.

F. SUBMITTING AN APPEAL REQUEST

Grounds for Appeal

A student may appeal the outcome of an Administrative Hearing or Conduct Board Hearing on one or more of the following bases:

1. The student was not accorded his/her procedural rights as outlined in this Handbook;

2. New evidence that was unknown or unavailable at the time of the initial hearing has become available which would have significantly altered its results; or,

3. The sanction imposed is substantially disproportionate to the offense (including any consideration of the student’s prior offense(s)).

A student may appeal a sanction as disproportionate to the offense (basis #3 above) only in regards to the following sanctions:

   a. Residence Hall Suspension*

   b. Residence Hall Expulsion *
c. Suspension

d. Expulsion

*Exclusion from housing on weekends is not considered residential suspension or expulsion and cannot be appealed.

Note: Sanctions imposed following an Administrative Hearing or a Conduct Board Hearing will remain in effect until the decision of the appealing body is rendered.

**Process for Appeal:**

1. Appeal requests must be filed in writing to the Vice President of Student Affairs no later than three (3) business days after receipt of the Conduct Outcome Letter. Failure to submit such a request in the manner prescribed will be deemed a waiver of the right to appeal.

2. In most cases, the Vice President of Student Affairs’ review will consist of a review of the written appeal request, the case file, and written findings of the Conduct Board or Administrative Hearing Officer. In cases involving Suspension or Expulsion, the Vice President of Student Affairs may also review the case personally with the student, any witnesses, or other appropriate parties prior to making a decision.

3. If the Vice President of Student Affairs believes sufficient evidence exists to proceed, they will refer the appeal to the Conduct Board or another Administrative Hearing Officer to determine the outcome of the appeal. In the event the appeal is of a sanction given by the Conduct Board is overturned by the Vice President of Student Affairs, a new Conduct Hearing Board will be appointed to hear the case.

4. The Vice President of Student Affairs may render a decision on appeal without referring the appeal to the Conduct Board or another Administrative Hearing Officer where:

   a. A student is appealing based upon procedural error or new evidence (basis #1 or basis #2);
b. The Conduct Board is not in session, (e.g. final exams, academic break periods, periods at the start of each semester prior to the convening of the Conduct Board);

c. The Conduct Board is unable to conduct its proceedings according to the provisions of the outlined this Handbook;

d. The number of cases to be heard cannot be scheduled in a timely manner;

e. The cases involve a special need for confidentiality.

5. All decisions on appeal are final.

G. VIOLATIONS OF A SPECIAL NATURE

It is the intention of Regis to create policies for the protection and well-being of the community. However, at certain times, situations of a special nature arise that may require investigation and administrative action beyond that which is specified in the Student Handbook.

Depending on the nature of the incident, the investigation and hearing may be removed from the traditional student conduct system and the Vice President of Student Affairs will have the sole and unreviewable discretion to conduct hearings and impose sanctions as they may deem appropriate.

H. SUSPENSION PENDING INVESTIGATION

In cases of serious misconduct, the Vice President of Student Affairs or their designee may impose a Suspension of a student pending further investigation or until further notice (“Suspension Pending Investigation”). During this time, the student is prohibited from being on campus or being involved in student events. The Vice President of Student Affairs may take this action where there are allegations of serious misconduct and/or it appears that the student’s continued presence on campus may present unreasonable risk of danger to himself/herself and/or the community. A student so sanctioned must leave campus immediately pending further notice.
A Suspension Pending Investigation shall remain in place until a hearing or other student conduct processes occur. Upon review, the Administrative Hearing Officer may decide to render a decision without conducting a hearing, in the interest of the safety and welfare of the campus community.

I. ADMINISTRATIVE EVALUATION

If it is determined by the administration that a student’s behavior indicates that he/she lacks the capacity to understand the nature of the charges against him/her, respond to those charges, participate in the student conduct process, or if he/she poses a danger to self or others, the case will be referred to the Vice President of Student Affairs, who will schedule an evaluation of the student by appropriate medical or mental health care professionals on or off campus.

The Vice President of Student Affairs will convene an evaluation team (Regis’s mental health services and other administrators involved in the situation) to determine the best course of action for the student, whether the student should remain at Regis, and if so, under what conditions.

In situations where it is believed that a student’s behavior or threatened behavior poses a danger of causing imminent harm to others, the Vice President of Student Affairs may issue an immediate Suspension.

SECURITY AWARENESS AND CRIME PREVENTION PROGRAMS

The Regis College Police believes it is more beneficial to prevent crimes than to react to them after the fact. A primary vehicle for accomplishing this goal is the Campus Police comprehensive crime prevention program. This program is based upon the concepts of eliminating or minimizing criminal opportunities, whenever possible, and encouraging students and employees to be responsible for their own security and the security of others.

The following is a listing of the crime prevention programs practiced by Regis College:

1. **Personal Safety Escort Program**: provides personal safety escorts for:
   Persons walking from one point on campus to another point on campus whenever personal safety is a concern.
2. **New Student Orientation**: Campus Police staff present crime awareness and prevention information as part of the college formal orientation programs for new students.

3. **Residence Hall Security**: The Campus Police Community Policing Team works closely with the Department of Residential Life to promote safety in the residence halls through training and education of staff and residents.

4. **Emergency Blue Light Telephones**: located throughout the campus.

5. **Crime Prevention Presentations**: specially trained officers present frequent crime awareness and prevention programs in residence halls and elsewhere on campus throughout the year. Programs are tailored to the particular interests of student, faculty, or staff groups.

6. **New Employee Orientation**: new employees are provided with campus safety and security information.

7. **Rape Awareness, Education and Prevention**: The Campus Police has specially trained officers present programs dealing with domestic violence, rape, and sexual assault, and train women in the Rape Aggression Defense (RAD) method of self-defense.

8. **Parking**: Officers regularly patrol lots on campus. Campus Police checks emergency phones and closed circuit cameras (CCTV) augment security and lighting is well maintained.

9. **Security and Fire Alarm Systems**: a sophisticated computer-enhanced alarm system monitors a campus-wide network of intrusion, fire and duress alarms.

10. **Security Surveys**: comprehensive physical and operational security surveys are frequently conducted by the Campus Police Officers to assist members of the College Community to improve the security of their study and work places and personal belongings.

11. **Facilities Surveys**: comprehensive program designed to identify and correct deficiencies in exterior lighting, locking hardware and safety of the grounds is conducted by the Police Officers on an ongoing basis.

12. **Community Police Team**: working closely with residential life staff, student leaders and employee groups, College Police Officers address safety and security issues on campus. Special emphasis is given to maintenance of campus lighting and emergency telephones, directed patrols of potential
trouble spots, and facilitating the exchange of ideas and information designed to minimize crime and disorder, especially in the residence hall communities.

13. **The Fatal Vision Program**: A program is to demonstrate to students the results of alcohol impairment in a hands-on environment. Participants wear fatal vision goggles that simulate the effects of alcohol and drug impairment.

14. **Social Media**: Crime Prevention and Safety Tips through the use of Social Media.

**CRIME PREVENTION SAFETY TIPS**

· Stay alert at all times.

· Run or walk with a partner or a group, and always be aware of your surroundings.

· Program your cell phone with the emergency number for the Campus Police (781)768-7777 or ext.7777.

· Avoid unpopulated areas, deserted streets, and overgrown trails. Especially avoid poorly lighted areas at night.

· If you think you are being followed, change direction and head for populated areas. If you’re driving, drive to a police or fire station.

· Approach your car with the key in hand. Look around and inside the car before getting in.

· Always lock your room doors.

· Prevent Crimes of Opportunity. Secure your personal property, especially expensive and easily transportable items. Lock them up.

· Do not allow strangers entry into your residence hall. Don’t let them “piggyback” when you use your Regis Card when accessing your residence hall.

· Park in well-lighted areas, near sidewalks or walkways.

· Never leave valuables in plain view, even if the car is locked. Put them in the trunk.
· Always lock your door. Whether you are “just down the hall for a minute”, or out of the building, always keep your door locked. Ask your roommates to do the same.

· If you see something, say something

REGIS COLLEGE ALCOHOL POLICY
Regis complies with all aspects of Massachusetts General Law, Chapter 138. Those who do choose to consume alcohol should do so in way that is responsible and does not jeopardize the safety and well-being of the individual and the community.

The following is a summary of the current law of Massachusetts pertaining to alcoholic beverages set forth in Massachusetts General Law, Chapter 138:

· To lawfully purchase any alcoholic beverages in Massachusetts a person must be of legal drinking age (21).

· Any purchase or arrangement with another person to purchase or procure alcoholic beverages by a person who is less than 21 is punishable by a fine of $300.00.

· Any person who transfers, alters, or defaces any such identification, or who makes, uses, carries, sells, or distributes a false identification card, or furnishes false information in obtaining such a card, shall be guilty of a misdemeanor. Such persons are subject to immediate arrest.

· Any person under 21 who transports or carries on his person an alcoholic beverage is committing a crime punishable by a fine of $50.00 and may be arrested without a warrant.

· Any licensed establishment, patron of licensed establishment or any other person who procures an alcoholic beverage for a person under the age of 21 is committing a crime punishable by a fine of $200.00 or a maximum of six months’ imprisonment, or both.

· No person shall appear in a state of intoxication in a public place, or disturb the peace in any place while intoxicated.
No person shall operate a motor vehicle while under the influence of alcoholic beverages.

In compliance with Massachusetts law, Regis adheres to the following policies:

1. Underage Drinking
   a. Underage students are not permitted to consume or possess alcohol and must accept responsibility for their behavior if Regis policy and state law is violated.
   b. Individuals who are 21 years of age or older cannot purchase or provide alcohol for individuals under the age of 21, and must accept responsibility for their behavior if Regis policy or state law is violated.
   c. Alcohol is not permitted in Angela Hall. Angela Hall is a dry residence hall, as it is predominantly occupied by undergraduate students.
   d. Empty alcohol containers (cans, bottles, boxes, shot glasses, packets) are prohibited in Angela Hall and those rooms on campus that are occupied by first-year undergraduate students.

2. Responsible Drinking
   a. All community members who are 21 years of age or older who choose to drink are expected to do so responsibly. Regis will make an ongoing effort to educate the community about responsible drinking from a health, safety, and legal viewpoint and students must accept responsibility as follows:
   b. Substantial quantities of alcohol, such as kegs, handles, funnels, luges, cases of beer (24, 30, 36 packs), and beer balls, are not permitted on campus.
   c. Students who are age 21 or older are permitted the following amounts of alcohol per person within the residence halls:
      i. one six-pack of beer per of-age person or
ii. one 750 mL bottle of wine per of-age person or

iii. one 750 mL bottle of hard alcohol per of-age person.

d. Alcohol and open containers are not permitted in common areas, such as hallways, lobbies and lounges. Students aged 21 or older, who chose to drink alcohol, must do so within their residence hall rooms or at designated functions.

e. Drinking games or other paraphernalia that encourages rapid or dangerous drinking are prohibited. This includes but is not limited to funnels, drinking tables, ice luges, and beer pong with or without alcohol.

f. Residence Life staff and Campus Police reserve the right to inspect suspicious containers.

g. Regis staff may confiscate beverages and related materials that are in violation of Regis policies and regulations.

h. Regis students and guests who are clearly intoxicated and/or in potentially life-threatening situations will be treated as overdose victims and may be taken to the hospital. Campus Police, in conjunction with the Office of Student Affairs Staff, reserves the right to perform a field sobriety test. Intoxicated students forfeit the right to refuse medical treatment. If a student is transported to the hospital, regardless of age, his/her parent/guardian will be notified by Regis staff of the incident. Residential students transported to the hospital for alcohol intoxication will be required to meet with a member of the Student Affairs staff the following business day.

3. Alcohol and Guests of Regis

a. Guests of students must honor all Regis policies and it is the responsibility of the student to notify his/her guests of that responsibility. If guests are planning to drink alcohol while on campus (provided they are of legal age), a designated driver should be chosen early in the evening. Guests who are removed from campus due to over-intoxication face sanctions including, but not limited to, being banned from campus. Regis
will not assume responsibility for intoxicated guests. If guests are too intoxicated to drive, plan to:

i. send the individual home in a taxi

ii. have the individual(s) sent to the Campus Police Station

b. Off campus guests are not permitted to bring alcohol to campus.

c. Guests, including Regis students, are not permitted to bring alcohol into Angela Hall, regardless of the guest’s age.

d. Guests under the age of 21 may not bring alcohol to their host’s room.

e. Regis students that are classified as guests that are 21 years of age may not bring alcohol into rooms where the host is under 21 years of age.

f. Guests found in violation of the Regis alcohol policy will be removed from campus.

g. Students are responsible for damages and/or cleaning costs incurred as a result of their own and/or their guest’s behavior.

4. Alcohol and Maria Hall Suites

a. Residents of the suites who are 21 years of age may have alcohol within their bedroom. The alcohol must be within the personal consumption limits as described in the student handbook.

b. If more than 50 percent of the students in a room are over 21 years of age, students may have alcohol in the common area (i.e. this is equal to three students in a 4-person suite or four students in a 6-person suite). The amount of alcohol cannot surpass the amount of personal consumption permitted per the student handbook.

c. Regis students that are guests of suite residents may bring alcohol to a suite only if the host and the guest are 21 years of age.

d. Off campus guests may not bring alcohol to a suite, regardless of age.

5. Alcohol at Regis Functions
a. A government issued military identification card, United States Passport, valid Massachusetts or state driver’s license, or a Massachusetts Liquor Purchase Card are the only acceptable identification card for establishing proof of age for Regis students and their guests. An individual may be refused service if his or her ID has been tampered with, is excessively damaged, or cannot be verified.

b. Only beer and wine can be served at functions for Regis students.

c. No one who is intoxicated may be served/given an alcoholic beverage.

d. Staff reserves the right to refuse service to any attendee.

e. Alcoholic beverages may only be served one drink at a time.

f. Non-alcoholic beverages must be available in at least the same quantity as alcoholic beverages.

g. Food must be available whenever alcohol is being served.

h. A pre-determined limit on the amount of alcohol available at a function will be set prior to any on-campus event.

SANCTIONS FOR VIOLATION OF ALCOHOL REGULATIONS

Students alleged to have violated the Regis Alcohol Policy will be subject to the disciplinary process described in this Handbook and may be administered the following sanctions listed in the table below. Regis reserves the right to impose more serious sanctions, up to and including expulsion, where Regis determines that the circumstances warrant such sanctions. Regis reserves the right to notify a student’s parent/guardian in any student conduct matter involving alcohol.

In determining sanctions, both the severity of the case as well a student’s past conduct history in alcohol or any other matters will be considered. Violations and resulting sanctions are cumulative across a student’s career regardless of violation category.

RESPONSIBLE ACTION (Amnesty Policy)

It is expected that all members of the Regis community express care and concern for their neighbor. A student who seeks help of a Regis staff member or medical
personnel for themselves or another person due to use or abuse or alcohol or drugs will not be subject to student conduct actions for minor alcohol or drug policy violations. Amnesty for minor violations of the student code of conduct is also extended to those who call for help in a serious incident such as violence, harm, or injury to another student or the Regis community. The Office of Student Conduct does reserve the right to meet with any student regarding their report or an alleged abuse from the standpoint of education, care, and concern.

ALCOHOL SUPPORT AND EDUCATION RESOURCES

Any time alcohol or other drugs are used, the risk for health problems increases. These problems can cause personal harm, injury or even death. The use and abuse of alcohol can negatively affect one’s academic success. Regis College provides educational programs and services on alcohol abuse for all students. Health and Counseling Services, located in Maria Hall, provide on-campus counseling as well as referral to outside counseling services for students with dependency issues. Further information about on-campus and off-campus assistance may be obtained in person at Counseling Services or by calling 781-768-7290.

ILLEGAL DRUGS ARE PROHIBITED AT REGIS

The use of illicit and illegal drugs is dangerous and irresponsible to both self and community. Regis prohibits the possession, use, or sale of illegal or illicit drugs including marijuana. It also prohibits the illegal or irresponsible use of narcotics including misuse of prescription drugs. Further, Regis strongly prohibit the illegal sale, distribution, or abuse of both illegal and illicit drugs. Students suspected of these behaviors will be subject to an investigation and disciplinary sanctions. Allegations of the presence of illegal drugs and controlled substances on campus will be reported to Campus Police, who will make the determination as to whether a search is warranted of the person, vehicle, residential space, locker, etc. Evidence supporting a search may include odor or the presence of items typically used to disguise or eliminate odor, the presence of paraphernalia and/or physical signs of impairment.
Campus Police and Student Affairs Staff reserve the right to impose sanctions if the aroma or residue of a drug/banned substance is found on a person, companion, in a residence hall room, in an assigned commuter locker or elsewhere on the campus premises. A student may not be under the influence of an illegal or controlled substance at any time. Indications that an individual is under the influence of an illegal or controlled substance may include: altered mental status, bloodshot eyes, strong odor on the person’s clothing or breath, excessive mood swings, and excited or irrational behavior. Any student who is believed to be in class or a Regis sanctioned event under the influence of an illegal or illicit substance will be asked to leave and subject to action under the student conduct process.

The possession of drug paraphernalia is prohibited at any time on college premises and as part of any college activity. No evidence of drug use involving paraphernalia is necessary to be subject to disciplinary sanctions by the College. Drug paraphernalia includes, but is not limited to bongs, hookah pipes, bowls, scales, pipes, syringes, roach clips or any other item typically associated with the use of controlled substances.

In November 2012, Massachusetts voters approved a ballot question allowing qualifying patients with certain medical conditions the ability to obtain and use medical marijuana. However, colleges and universities must still comply with the federal Drug-Free Schools and Communities Act, which prohibits marijuana use, possession and/or cultivation at educational institutions in receipt federal funds. Therefore, the use, possession or cultivation of marijuana for medical purposes is not allowed in any Regis housing or any other Regis property; nor is it allowed at any university sponsored event or activity off campus.

Further, although in November 2016, Massachusetts voters approved a ballot question allowing the possession, growth, and distribution of marijuana, each of these activities is prohibited on the Regis campus and students found to be taking part in any or all will be subject to the student conduct process.

All illegal/illicit drugs, including marijuana, and marijuana paraphernalia will be confiscated by Campus Police and destroyed.

**Sanctioning Guidelines:**
Violators of the Regis College Illegal/Illlicit Drug Policy are subject to Regis student conduct procedures, including but not limited to educational sanctions, participation in a drug rehabilitation program, referral to Health Services, suspension/ expulsion from campus housing and/or Regis, or other sanctions deemed appropriate by the hearing officer or conduct board as outlined by the sanctioning guidelines in Section III and below. Violators are also subject to local, state and Federal law. If a student or his/her guest uses, sells, or possesses drugs or controlled substances, both the student and his/her guest are liable to public law enforcement actions and/or conduct sanctions.

In determining sanctions, both the severity of the case as well a student’s past conduct history in alcohol, other drugs, or any other matters will be considered.

Violations and resulting sanctions are cumulative across a student’s career regardless of violation category.

<table>
<thead>
<tr>
<th>Violation</th>
<th>Odor</th>
<th>Drug Paraphernalia</th>
<th>Possession, Use</th>
<th>Distribution or Intent to Distribute</th>
</tr>
</thead>
<tbody>
<tr>
<td>First Violation</td>
<td>Warning; Educational sanction for community</td>
<td>Educational sanction; Disciplinary probation</td>
<td>Disciplinary probation; Health Services referral; Educational sanction</td>
<td>Housing suspension /expulsion; College suspension; Drug assessment with local agency; final probation throughout time at Regis</td>
</tr>
<tr>
<td>Second Violation</td>
<td>Disciplinary probation, Health Services referral; Educational sanction</td>
<td>Disciplinary probation, Health Services referral; Educational sanction</td>
<td>Drug assessment with local agency; housing probation for one year; fine</td>
<td>Suspension/ expulsion from housing and/or the College</td>
</tr>
<tr>
<td>Third Violation</td>
<td>Housing probation; weekend exclusions; fine</td>
<td>Housing probation /suspension; weekend exclusions; fine</td>
<td>Final probation for 2 years/housing suspension; weekend exclusions, fine</td>
<td></td>
</tr>
</tbody>
</table>
DRUG SUPPORT AND EDUCATION RESOURCES:
Any time alcohol or other drugs are used, the risk for health problems increases. These problems can cause personal harm, injury or even death. The use and abuse of illegal and controlled substances can negatively affect one’s academic success. Regis College provides a multitude of educational programs on substance abuse. Counseling Services, located in Maria Hall, provides referral to outside counseling services for students with dependency issues. Further information about on-campus and off-campus assistance may be obtained in person at Counseling Services or by calling 781-768-7290.

OFF CAMPUS DRUG RESOURCES:

- Alcoholic Anonymous: www.aa.org
- Education Resources: http://www.nida.nih.gov/
- Suspensions administered at the end of a season will be served in the next season of competition.

The Department of Athletics reserves the right to modify this policy and student conduct process based on the severity of the violation.

EFFECTS OF CONSUMPTION OF ALCOHOL
Alcohol consumption causes a number of marked changes in behavior. Even low doses significantly impair the judgment and coordination required to drive a car safely, increasing the likelihood that the driver will be involved in an accident. Low to moderate doses of alcohol increase the incidence of a wide variety of aggressive acts, including spouse and child abuse. Moderate to high doses of alcohol cause marked impairments in higher mental functions, severely altering a person's ability to learn and remember information. Very high doses cause respiratory depression and death. If combined with other depressants of the central nervous system, much lower doses of alcohol will produce the effects just described.
Repeated use of alcohol can lead to dependence. Sudden cessation of alcohol intake is likely to produce withdrawal symptoms, including severe anxiety, tremors, hallucination, and convulsions. Alcohol withdrawal can be life-threatening. Long-term consumption of large quantities of alcohol, particularly when combined with poor nutrition, can lead to permanent damage to vital organs such as the brain and liver.

Mothers who drink alcohol during pregnancy may give birth to infants with fetal alcohol syndrome. These infants have irreversible physical abnormalities and mental retardation. In addition, research indicates that children of alcoholic parents are at greater risk than other children of becoming alcoholics.

**SUMMARY LEGAL SANCTIONS COVERING ALCOHOL AND DRUG ABUSE**

Local, state, and federal laws make illegal use of drugs and alcohol serious crimes. Convictions can lead to imprisonment, fines, and assigned community service. Courts do not lift prison sentences in order for convicted persons to attend college or continue their jobs. A felony conviction for such an offense can prevent a person from entering many fields of employment or professions.

Cities and towns in Massachusetts, specifically Weston, prohibit public consumption of alcohol and impose fines for violations. The Metropolitan District Commission also prohibits public consumption of alcohol in its parks.

Massachusetts laws prohibit sale or delivery of alcoholic beverages to persons under twenty-one with a fine of up to $2,000 and six months imprisonment, or both. Misrepresenting one's age or falsifying an identification to obtain alcoholic beverages is punishable by a fine of $300. First conviction of driving under the influence of alcohol has a $500 to $5,000 fine, one year revocation of drivers license, up to two-and-a-half years in prison, and mandatory alcohol rehabilitation.

Massachusetts has criminal penalties for the use of controlled substances or drugs, with penalties varying with the type of drug. In general, narcotic, addictive, and drugs with a high potential for abuse have heavier penalties.

Possession of drugs is illegal without authorization. While penalties for possession are generally not as great as those for manufacture and distribution of drugs, possession of a relatively large quantity may be considered distribution. Under
both state and federal laws, penalties for possession, manufacture, and distribution are much greater for second and subsequent convictions. Many laws dictate mandatory prison terms and the full minimum term must be served.

Massachusetts makes it illegal to be in a place where heroin is kept and to be "in the company" of a person known to possess heroin. Anyone in the presence of heroin at a private party or dormitory suite risks a serious drug conviction. Many laws dictate mandatory prison terms and the full minimum term must be served.

Persons convicted of drug possession under state or federal laws are ineligible for federal grants and loans for up to one year after the first conviction, five years after the second; the penalty for distributing drugs includes the loss of benefits for five years after the first, ten after the second, permanently after the third conviction. Under federal law, distribution of drugs to persons under twenty-one is punishable by twice the normal penalty with a mandatory one year in prison; a third conviction is punishable by mandatory imprisonment. These penalties apply to distribution of drugs in or within 1,000 feet of a college or school.

Federal laws set substantially higher prison sentences for the manufacture and distribution of drugs if death or serious injury results from the use of the substance paragraph.

MISSING STUDENT NOTIFICATION POLICY FOR STUDENTS WHO RESIDE IN ON-CAMPUS HOUSING

POLICY STATEMENT

This policy contains the official notification procedures of Regis College for missing students who reside in on-campus housing, in accordance with the requirements of the Higher Education Opportunity Act of 2008 (the “HEOA”).

REASON FOR POLICY/PURPOSE

The purpose of this policy is to promote the safety and welfare of members of the Regis College community through compliance with the requirements of the HEOA.

WHO NEEDS TO KNOW THIS POLICY

Faculty, staff and students
POLICY/PROCEDURES

Missing Students Who Reside in On-Campus Housing

If a member of the Regis College community has reason to believe that a student who resides in on-campus housing is missing, he or she should immediately notify RCCP at (781) 768-7111. RCCP will generate a missing person report and initiate an investigation.

After investigating the missing person report, should RCCP determine that the student is missing and has been missing for more than 24 hours, RCCP will notify the Weston Police Department (WPD) and the student’s missing person contact no later than 24 hours after the student is determined to be missing. If the missing student is under the age of 18 and is not an emancipated individual, Regis will notify the student’s parent or legal guardian immediately after RCCP has determined that the student has been missing for more than 24 hours.

In addition to registering a missing person contact, students residing in on-campus housing have the option to identify (confidentially) an individual to be contacted by Regis in the event the student is determined to be missing for more than 24 hours. If a student has identified such an individual, Regis will notify that individual no later than 24 hours after the student is determined to be missing. Students who wish to identify a confidential contact can do so through the Regis Housing web site.

CONTACTS

<table>
<thead>
<tr>
<th>Subject</th>
<th>Contact</th>
<th>Telephone</th>
<th>E-mail</th>
</tr>
</thead>
<tbody>
<tr>
<td>Missing Persons</td>
<td>RCCP</td>
<td>(781) 768-7111</td>
<td><a href="mailto:safety@regiscollege.edu">safety@regiscollege.edu</a></td>
</tr>
<tr>
<td>Regis Housing</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Programs</td>
<td></td>
<td>(781) 768-2552</td>
<td><a href="mailto:residence.life@regiscollege.edu">residence.life@regiscollege.edu</a></td>
</tr>
</tbody>
</table>

RELATED INFORMATION

[53]
DISTRIBUTING CRIME STATISTICS

Numerous efforts are made to advise members of the Regis College campus community on a timely basis about campus crime and crime-related problems. These efforts include the following:

1. **Annual Clery Report** - This Safety, Security and Fire Safety Information Report is published annually and distributed throughout the College community and is available to the media and any individual or organization requesting a copy.

2. **Social Media** – Regis College Campus Police maintains an active Facebook page (Regis College Campus Police), a Twitter page (@rccampuspolice) as well as an Instagram page (Regis College Police).

CRIMES AND RELATED DISCIPLINARY PROCEEDINGS

Upon written request, Regis College will disclose to the victim of a crime of violence or of non-forcible sex offense, or their next of kin, the results of any disciplinary proceeding against the alleged perpetrator of such crime or offense. If the alleged victim is deceased as a result of such crime or offense, the next of kin of such victim shall be treated as the alleged victim for the purposes of this

CRIME STATISTICS

Regis College Police officers enter all reports of all crime incidents directly to the department into a Computer Aided Dispatch program (CAD). Once a report is entered, the Director of Public Safety or his designee will review the report and categorize it as a Clery reportable offense. The Campus Police Department will gather Clery reports to keep the statistics on an ongoing basis.

Regis College may also receive a Incident Report from a Campus Security Authority. If the CSA’s do not have incidents to report, they are asked to fill out the report as not receiving any information of a crime in the calendar year. The Regis College Police Department maintains a close working relationship with the
Weston Police Department. The Weston Police Department will notify Regis College Police if there is a crime committed that may impact the Regis College community.

**DEFINITIONS USED FOR REPORTABLE CRIMES**

1. **Murder and Non-negligent Manslaughter**: The willful (Non-negligent) killing of one human being by another.

2. **Negligent Manslaughter**: The killing of another person through gross negligence.

3. **Sex Offenses-Forcible**: Any sexual act directed against another person, forcibly and/or against that person’s will; or not forcibly or against the person’s will where the victim is incapable of giving consent.
   a. **Forcible Rape**: The carnal knowledge of a person, forcibly and/or against that person’s will; or not forcibly or against the person’s will where the victim is incapable of giving consent because of his/her temporary or permanent mental or physical incapacity (or because of his/her youth).
   b. **Forcible Sodomy**: Oral or anal sexual intercourse with another person, forcibly and/or against that person’s will; or not forcibly against the person’s will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.
   c. **Sexual Assault With an Object**: The use of an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another person, forcibly and/or against that person’s will; or not forcibly or against the person’s will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.
   d. **Forcible Fondling**: The touching of the private body parts of another person for the purpose of sexual gratification, forcibly and/or against that person’s will; or, not forcibly or against the person’s will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental incapacity.

4. **Sex Offenses – Non-forcible**: Unlawful, non-forcible sexual intercourse.
**a. Incest.** Non-forcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.

**b. Statutory Rape.** Non-forcible sexual intercourse with a person who is under the statutory age of consent.

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

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

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

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

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

**10. Liquor Law Violations:** The violation of laws or ordinances prohibiting: the manufacture, sale, transporting, furnishing, possessing of intoxicating liquor; maintaining unlawful drinking places; bootlegging; operating a still; furnishing liquor to a minor or intemperate person; using a vehicle for illegal transportation of liquor; drinking on a train or public conveyance; and all attempts to commit any
of the aforementioned. (Drunkenness and driving under the influence are not included in this definition.)

11. **Drug Abuse Violations**: Violations of State and local laws relating to the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs. The relevant substances include: opium or cocaine and their derivatives (morphine, heroin, codeine); marijuana; synthetic narcotics (Demerol, methadone); and dangerous non-narcotic drugs (barbituates, benzedrine).

12. **Weapons**: Carrying, Possessing, etc. The violation of laws or ordinances dealing with weapon offenses, regulatory in nature, such as: manufacture, sale, or possession of deadly weapons; carrying deadly weapons, concealed or openly; furnishing deadly weapons to minors; aliens possessing deadly weapons; and all attempts to commit any of the aforementioned.

13. **Domestic Violence** - includes asserted violent misdemeanor and felony offenses committed by the victim’s current or former spouse, current or former cohabitant, person similarly situated under domestic or family violence law, or anyone else protected under domestic or family violence law.

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

15. **Stalking** - means a course of conduct directed at a specific person that would cause a reasonable person to fear for her, his, or other’s safety, or to suffer substantial emotional distress.

**Hate Crime Definitions**
The statistics in the Hate Crime charts are separated by category of prejudice. The numbers for most of the specific crime categories are part of the overall statistics reported for each year. The only exception to this are the addition of Simple Assault, Intimidation, and any other crime that involves bodily injury that is not already included in the required reporting categories. If a hate crime occurs where there is an incident involving intimidation, vandalism, larceny, simple assault or other bodily injury, the law requires that the statistic be reported as a hate crime even though there is no requirement to report the crime classification in any other area of the compliance document.
A hate or bias-related crime is not a separate, distinct crime, but is the commission of a criminal offense which was motivated by the offender’s bias.

### ANNUAL CLERY REPORTING STATISTICS 2015-2017

<table>
<thead>
<tr>
<th>Type of Offense</th>
<th>Year</th>
<th>Non Residential Facility</th>
<th>Residential Facility</th>
<th>Total on Campus</th>
<th>Non Campus Building or Property</th>
<th>Public Property</th>
<th>Total Offenses</th>
</tr>
</thead>
<tbody>
<tr>
<td>Criminal Homicide</td>
<td></td>
<td></td>
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<tr>
<td>Murder/Non Negligent Manslaughter</td>
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*See NECC – Regis North crime statistics*
## Arrests and Referrals 2015 to 2017

### ARRESTS ON CAMPUS

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### JUDICIAL REFERRALS ON CAMPUS

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ANNUAL CLERY FIRE SAFETY REPORT

The Higher Education Act and Clery Act require institutions to disclose annual fire reports and submit them to the Department of Education. Regis College prepares an annual mandated fire report that contains the following information:

- Fire Statistics for each student housing facility.
- A description of each on-campus student housing facility fire safety system.
- The number of fire drills held during the previous calendar year.
- Policies and rules regarding portable electrical appliances, smoking and open flames in a housing facility.
- Procedures for student housing evacuation in the case of a fire.
- Policies regarding fire safety education and training programs provided to the students and/or employees.
- List of persons or individuals to which students and employees should report that a fire occurred.
- Plans for future improvements in fire safety, if determined by the college.
- Fire logs and journals.

DEFINITIONS

FIRE: According to Higher Education Act, a fire is defined as any instance of open flame or other burning in a place not intended to contain the burning or in an uncontrolled manner.

CAUSE OF FIRE: The factor or factors that give rise to a fire. The causal factor may be, but is not limited to, the result of an unintentional or intentional action, mechanical failure, or act of nature.

UNINTENTIONAL FIRE: A fire that does not involve an intentional human act to ignite or spread fire into an area where the fire should not be.

INTENTIONAL FIRE: A fire that is ignited, or that results from a deliberate action, in circumstances where the person knows there should not be a fire.
**UNDETERMINED FIRE**: A fire in which the cause cannot be determined.

**FIRE RELATED INJURY**: Any instance in which a person is injured as a result of a fire, including an injury sustained from a natural or accidental cause, while involved in fire control, attempting rescue, or escaping from the dangers of fire. The term “person” may include students, employees, visitors, firefighters, or any other individual.

**FIRE RELATED DEATH**: Any instance which a person is killed as a result of a fire, including death resulting from a natural or accidental cause while involved in fire control, attempting rescue, or escaping from the dangers of fire; or dies within one year of injuries sustained as a result of the fire.

**VALUE OF PROPERTY DAMAGE**: The estimated value of the loss of the structure and contents, in terms of the cost of replacement in like kind and quantity. This estimate should include contents damaged by fire, and related damages caused by smoke, water, and overhaul; however it does not include indirect loss, such as business interruption.

**FIRE SAFETY SYSTEM**: Any mechanism or system related to the detection of a fire, the warning resulting from a fire, or the control of a fire. This may include sprinkler systems or other fire extinguishing systems, fire detection devices, stand-alone smoke alarms, devices that alert one to the presence of a fire, such as horns, bells, or strobe lights; smoke control and reduction mechanisms; and fire doors and walls that reduce the spread of a fire.

**FIRE SAFETY IN ON-CAMPUS RESIDENCE HALLS**

*Fire Prevention Information*

The Regis College Police Fire Safety Officer administers an aggressive program of regular inspection, testing and maintenance of College premises, especially residence facilities, to ensure compliance with applicable fire and life safety codes and standards, conducting regular egress drills and providing a variety of educational and training programs for students, faculty and staff.

Regis College Police Department’s Fire Safety Officer works with Physical Facilities and in conjunction with the Weston Fire Department to ensure the safety of all on
campus. Through the years, and at all times, Regis continues to work on improving many fire and life safety protection systems. The Town of Weston Fire Department works closely with the college for continued improvements.

**FIRE ALARM AND SUPPRESSION SYSTEMS**

All on-campus residence halls are equipped with both automatic and manually operated fire alarm notification devices (pull stations). In addition, the resident housing facilities also have automatic fire suppression systems. Each suppression or sprinkler system is a wet system and is charged at all times. The fire alarm systems in all on-campus residence facilities consist of horns and strobe lights alerting residents to an alarm and are also remotely monitored by the Weston Fire Department as well as the College’s computerized campus-wide alarm monitoring system at the Campus Police Office. All fire alarm systems contain emergency back-up batteries to ensure operation during a power outage, and most facilities also have emergency generators designed to automatically activate whenever there is a power outage. These back-up batteries and generators will operate life safety systems, including fire safety equipment and emergency exit lighting.

Regular and frequent inspections are conducted by Campus Police, Residential Life and Physical Plant staff who report fire hazards in residence halls and facilitate prompt resolution. All rooms located in each residence hall have smoke detectors, and when activated, are immediately connected to the Weston Fire Department and the Regis College Police Office. This activation allows for a rapid response by Fire, Police and EMS responders to the room in question. The Weston fire station is located 1.2 miles from campus, allowing for a response times to any location on campus in usually 5 minutes or less. This follows the recommended response time by the NFPA.

All fire safety equipment is reviewed regularly so as to identify those locations where enhancements such as additional sprinkler and smoke detection systems beyond those required by building codes are appropriate. The plan for such enhancements is integrated into the college’s annual facilities maintenance project plan. For a detailed explanation of the specific fire alarm and suppression systems in any of Regis’s on-campus residence facilities contact the College Fire
Safety Officer at (781) 768-7777 or ext. 7777.

SPRINKLER SYSTEM

Residents should not hang anything from the sprinkler heads. Doing so may activate the sprinkler system and cause severe water damage to residents’ belongings. Once a sprinkler system is activated hundreds of gallons of water will be discharged, damaging the immediate and surrounding rooms on the floor.

FIRE EQUIPMENT

All fire safety systems and equipment are checked by College personnel routinely and must pass fire code safety inspections. Residents should report any fire safety equipment problems (including missing equipment) immediately to a Residence Life staff member, Physical Plant, Campus Police, or to the Fire Safety Officer. All residents should familiarize themselves with the locations of a fire extinguisher near their rooms and locations of pull stations. Pull stations are usually located near the exits.

Tampering with fire alarms, fire extinguishers, or other fire equipment can endanger the lives of fellow students as greatly as setting a fire. Residents found responsible for causing a fire, activating an alarm unnecessarily, or using any other fire equipment unnecessarily are subject to immediate suspension from housing, a $500 fine, and may face additional sanctions in accordance with state and federal law.
FIRE/EVACUATION PROCEDURES

If you discover a Fire

• Sound the fire alarms by pulling the nearest pull station (These alarms are directly linked to the Weston Fire Department and to Regis College Police Department, and immediate response is activated) The Fire Pull stations are located near each exit.

• Start to evacuate the building, yelling out “FIRE” to alert others in the building, and closing doors behind you if you can safely do so.

• Call the Regis College Police Department at (781) 768-7777 or extension 7777 from a safe area.

• Ensure that you evacuate the area completely and do not go back into the building until Campus Police or the Weston Fire Department gives permission to do so.

If you hear the Alarms

All members of the Regis College community should familiarize themselves with the fire evacuation plans located within each building on campus.

• In the event of a fire alarm, all individuals must vacate the building immediately. Failure to do so will result in judicial sanctions, including but not limited to, a fine of $100.

• Setting off fireworks and firecrackers is dangerous and disruptive and is prohibited.

• Smoking is restricted to posted areas outdoors, only. Smoking inside any building on the Regis campus is prohibited. Smokers must dispose of all cigarettes and related materials (matches, lit cigarettes, etc.) in a safe manner by utilizing the appropriate disposal receptacles.

• The blocking off of egresses of any kind, including passageways between rooms, is strictly prohibited and will result in judicial sanctions, including but not limited to, a fine of $100.

• Items may not be hung from the ceiling, sprinklers, or other emergency related systems.
• Any action or threat of action which creates a fire hazard is not tolerated at Regis College. This includes, but is not limited to, tampering with fire safety equipment, possessing or using any hazardous and/or explosive material, or knowingly making a false report or threat of a dangerous condition. Activating a false alarm endangers the safety of all residents, as well as that of the greater community and of the fire department. Such action may be treated as a criminal offense and is subject to a $500 fine.

WHAT TO KNOW AHEAD OF TIME: PRE-PLAN/TIPS

In Summary:
• Know at least two exit routes from your floor/area.
• The locations of at least 2 pull stations.
• Familiarize yourself with the fire regulations and policies of the college
• Know the locations of fire extinguishers
• Individuals in your area that may need assistance in getting to a safe area during an emergency
• Report any damaged or missing fire equipment if seen
FIRE SAFETY
Regis College takes all issues of safety and security seriously; fire safety is an area in which proactive actions can have life-saving effects for the individual and community as a whole. The Regis Fire, Safety, and Security Policy is designed to reinforce the importance of community involvement in maintaining a safe environment for all students, faculty, staff and guests at Regis College.

All members of the Regis College community should familiarize themselves with the fire evacuation plans located within each building on campus.

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- Items may not be hung from the ceiling, sprinklers, or other emergency related systems.

- Students, faculty, and staff should refrain from keeping laptop computers or similar devices unattended on combustible surfaces (beds, couches, etc.), as this could ignite a fire.

- Any action or threat of action which creates a fire hazard is not tolerated at Regis College. This includes, but is not limited to, tampering with fire safety equipment, possessing or using any hazardous and/or explosive material, or knowingly making a false report or threat of a dangerous condition. Activating a false alarm endangers the safety of all residents, as well as that of the greater
For the health and safety of all members of the Regis community, students are expected to comply with all fire and safety regulations required by the College or applicable local, state, and federal law. The Fire Safety Officer can be reached in the Office of Campus Police at 781-768-7111 or ext. 7111. It is important for each Regis College resident to assume the responsibility for his or her own fire safety measures.

FALSE ALARMS
The deliberate setting off a false alarm is an extremely dangerous occurrence. Any person found to have intentionally set off a false alarm is subject to a $500 fine, may be suspended from Regis College housing and may also be suspended or expelled from the College and may be subject to criminal prosecution.

FIRE EMERGENCY & FIRE DRILL PROCEDURES
Fire Drills are conducted quarterly according to state fire regulations. The College Police Fire Safety Officer will work with the Weston Fire Department and Residence Life to ensure that the drills are completed. Fire drills allow the opportunity to test all fire alarms and equipment and allow occupants to familiarize themselves with evacuation exits throughout the building. Fire safety rules and regulations are posted on each floor. Residents and their guests should familiarize themselves with these postings. All residents should know of at least 2 exits from their building ahead of time.

In case of an alarm, residents should touch the door to feel if it is hot and look under the door for any smoke seeping in. If it is safe to evacuate, leave the building immediately by way of the nearest exit. Assemble outside away from the building at the designated meeting place, not in the parking lots, as these must be
kept clear for fire equipment. Do not reenter the building until the fire personnel clears reentry.

To the extent that personal safety permits, the Residence Life and Housing staff will assist residents with evacuation. However, it is the sole responsibility of each resident to evacuate whenever an alarm sounds. Any person who does not leave a building when an alarm sounds is subject to a $100 fine.

**FIRE HAZARDS**

Candles, incense, and flammable materials are not permitted in the residence hall. If a resident is found in possession of a burning candle or incense, or a candle with a burnt wick, the item will be confiscated. Plants over two feet in height and/or width are not permitted. Confiscated items will not be returned to residents. Violators of this policy may be held accountable through the Judicial System and are subject to a $500 fine.

Excessively large tapestries, wall hangings, and netting of any sort are prohibited within the residence halls. Tapestries cannot be used to cover ceilings and the walls. Items may not be hung from the ceiling, sprinklers, or other emergency related systems. Residence hall doors may only be decorated up to 50% of the surface of the doors. Residents with such items will be asked to remove them immediately and the resident in possession of said items will be subject to a $500 fine. Any questions regarding these items should be directed to the Area Coordinator/Graduate Intern in the residence hall or the Director of Residence Life and Housing.

The hallways and egresses of residence halls must be kept clear at all times. State fire regulations require that all paths of exit, including corridors and stairwells, be kept free of all obstructions. This includes, but is not limited to mats, laundry racks, shower caddies, shoes, and sporting equipment. Residents responsible for leaving objects in egresses and hallways will be subject to a $25 fine per item.
COOKING IN STUDENTS’ ROOMS IS PROHIBITED.

- When cooking in the kitchens located in the residence halls, residents must not leave the cooking unattended.
- Always be sure to shut the stove or other appliance being used completely off before leaving the kitchen.

WINTER HOLIDAY SEASON

- Holiday or any other type of lights may only be used for the Holiday season from November 1 until the resident leaves for Winter Break.
- Trees are not permitted in corridors, aisles, passageways, or stairways. Pathways leading to an exit must be free and clear of any obstruction at all times.
- Real trees, wreaths or other greenery are prohibited. Only certified fire retardant artificial trees and wreaths of two feet in height and width are to be used.
- The use of holiday cards or wrapping paper to decorate exit corridor walls is prohibited.
- Extension cords, for the purposes of hanging stringed lights are prohibited.
- Placing decorations on doors, door frames, exit signs, fire safety equipment, sprinkler heads, or across ceilings is strictly prohibited.
- Placing decorations on doors or frames labeled as an EXIT or in a position that may obstruct the view of exit signs, fire extinguishers or fire alarm pull stations is strictly prohibited.
- Placing decorations that may obstruct free passage through corridors, hallways or exits is strictly prohibited. Residents must not place decorations on handrails.
- If strings or strands of lights are to be used, follow manufacturer’s guidelines for use. They must be UL approved, of the LED or miniature type style, and no more than 2 sets strung together at any time.
- At no point should any decoration or strand of lights be hung from the ceiling.
• Do not hang lights near or against any curtain, shade, bed or any other flammable material. Lights may be lit only while students are present in their rooms.

EMERGENCY EVACUATION IN THE EVENT OF A FIRE
At Regis College, we all have responsibility for fire and life safety. Campus Police is committed to ensuring safety of all on campus. We make fire safety a priority in residence halls as well as other campus buildings. While Campus Police is administering fire safety programs, inspections, and trainings, all students, faculty and staff must take responsibility as well. In the event you see or suspect a fire, contact campus police immediately at (781) 768-7777 or ext. 7777. It is very important that each person takes responsibility of being familiar with your surroundings and to use these guidelines to make sure there is a safe and timely evacuation of all building occupants during an emergency:

• Locate the two exits from your office. Count the number of doors between your office and the exits. This can assist you during an emergency evacuation.

• Know where the fire alarm pull stations on your floor are. These will set the alarms off immediately to notify everyone else in the building. There are pull stations located near every exit.

• Please do not block fire extinguishers and other fire safety equipment — maintain these areas for quick and easy access at all times.

• Keep egress paths and hallways clear — this includes hallways and stairwells. Do not store furniture, file cabinets, etc in these areas. This will ensure easier exit if the hallways or stairwells were filled with smoke.

• Ensure that fire doors are kept closed at all times. If you find them open remove wedges or other items keeping them open. Fire doors can help prevent the spread of smoke and fire.

FACULTY/STAFF ROLES IN PROMOTING FIRE SAFETY
• Wherever or whenever you are teaching, you are an important key in fire safety.
• Always treat a fire alarm as a potential emergency – even if you know it is a drill. All rooms and offices must be evacuated. If able to do so, close doors behind you.

• Before opening doors, be sure to feel the surface to make sure it is not hot to touch.

• Know the building exits, stairwells, and locations of pull station alarms to activate the fire alarm systems.

• Know the location of at least 2 fire extinguishers

• Know the building meeting places for students, staff and faculty. Should be at least 150 feet away

• Please refrain from tampering with fire safety equipment

• Please refrain from hanging decorations from any of the fire safety equipment

• Please keep stairwells, hallways and exit access clear from obstruction. This will ensure quick exits

**FIRE EXTINGUISHERS**

• Located throughout each and every building on campus

• Not to be used as door props

• Not to be off the walls at all

• Extinguishers are NOT intended for you to be fire-fighting, but to help you exit a building if necessary

**FIREPLACES ON CAMPUS**

Fireplaces on campus are for aesthetic purposes only. The use of a fireplace, and using fireplaces in any building on campus is prohibited. The Morrison House during special events has permission to utilize has electric logs being placed in the fireplaces for the affect during certain events. The new Maria addition also has an approved fireplace in the lobby.

**BARBEQUE USE ON CAMPUS**

• Grills of any type are prohibited inside any building on campus.
• Use of propane gas grills must be outside and at least 20 feet from any building, per order of Weston Fire Department. Propane and flames must be shut off and extinguished after each use.

• Propane tanks and other flammable liquids are prohibited from being stored in any part of any building on campus.

• Do not dump ashes into trash, dumpsters, or wooded areas.

**Notification:** Notification shall be made to Campus Police Fire Safety Officer when an event is planned that will have the use of a grill during such an event. You can contact Campus Police at (781) 768-7111 extension 7111, or email at firesafety@regiscollege.edu.

**OPEN FIRES/BON FIRES**

Bon Fires or open fires are allowed only with specific written permission from the Weston Fire Department, Campus Police Fire Safety Officer, or Chief of Campus Police or his designee. A written request must be made to Campus Police that includes:

• Date of event.
• Type of event.
• Time of the event.
• A brief description.

**TRAINING**

During orientation, students receive presentations on fire safety and prevention. These presentations cover a variety of topics, including:

• Personal safety;
• Residence hall fire prevention and quick reporting
• Resident Hall Staff training and New Student Fire Prevention Orientation
• General fire safety tips

New employees shall receive training and information similar to that provided at student orientation and Residence Life training. Additional training for employees is provided as requested or needed. Throughout the year, Campus Police in
conjunction with Weston Fire Department may have additional fire safety training sessions. Campus Police and Weston Fire Department also perform fire safety inspections periodically of all the buildings on campus. Individual departments, and/or student organizations may request special training sessions by contacting Campus Police. Any questions or concerns can be directed to the Campus Police or the Campus Fire Safety Officer at firesafety@regiscollege.edu

**FIRE SAFETY EQUIPMENT AND LIFE SAFETY SYSTEMS IN RESIDENCE HALLS**

<table>
<thead>
<tr>
<th>Residence Hall</th>
<th>Fire Extinguishers</th>
<th>Sprinklers</th>
<th>Alarm to Town</th>
<th>Alarm to Campus Police</th>
<th>CO Detector</th>
<th>Pull Stations</th>
<th>Evacuation Placards</th>
<th>Annual Fire Drills</th>
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<td>Yes</td>
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<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
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**REGIS COLLEGE POLICE - FIRE LOG**

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<th>Location</th>
<th>Type/Cause</th>
<th>Number of Injuries treated</th>
<th>Related Deaths</th>
<th>Property Damage</th>
<th>Value of Damaged Property</th>
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**REGIS COLLEGE FIRE LOGS**

Because Regis College is an institution that has on campus housing dormitories, Campus Police is required to keep a fire log. Campus Police also maintains an
alarm incident journal which will summarize all reports of fires or fire alarm incidents involving residential buildings of the college. Fire logs include the date, location and type of incident as well as injuries and damage in which has been done.

The fire logs and journal of the most recent 60 day period is available for the public to view during business hours of Monday through Friday between 8:00am and 4:00pm. The fire logs and journal can be located at Campus Police in Room 102 of College Hall.

**FIRE REPORTING**

Campus Police is expected to collect and investigate any and all information regarding any report of fire. Therefore, you should always report any fire related concerns to Campus Police and/or Campus Fire Safety Officer. Campus Police is staffed 24 hours a day, and can be reached at (781)768-7111 or extension 7111 or email any concerns at firesafety@regiscollege.edu. Entries need to be made in our fire logs in a timely fashion. Please report any information as soon after the incident as possible. Fire safety can also be found on Twitter at @RCFireSafety.

### Regis College Fire Statistics for 2017

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<tr>
<th></th>
<th>Total Fires</th>
<th>Fire Numbers</th>
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<th>Number of Injuries</th>
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Regis College Fire Statistics for 2016

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</thead>
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Regis College Fire Statistics for 2015

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<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
<td>N/A</td>
</tr>
</tbody>
</table>

MAP OF THE MAIN CAMPUS LOCATED AT 235 WELLESLEY STREET, WESTON, MA. 02493
Contacting Campus Police
In person at College Hall Room 102
By Phone: (781)768-7111 or ext. 7111
Emergency: (781)768-7777 or ext. 7777
campussafety@regiscollege.edu

@rccampuspolice  regiscollegepolice  Regis College Campus Police
Campus Police Patrol Map
**REGIS@NECC PARTNERSHIP**

Regis and Northern Essex Community College (NECC) agree that students enrolled in the Regis North program shall be considered Regis students for all purposes. Consequently, Regis maintains ultimate responsibility and authority over Regis North students. Due to the distance between the Regis North site and the Regis campus in Weston, NECC agrees to assist Regis in providing services to Regis North students. NECC’s assistance may include the immediate response to a Regis North student incident pending the arrival or involvement of Regis personnel. In no event will NECC’s assistance or response to Regis North students negate Regis’s ultimate responsibility or authority over Regis North students.

**PUBLIC SAFETY & STUDENT CONDUCT**

Code of Conduct: Regis North students will be held to both the Regis and the NECC Codes of Conduct. Regis will be responsible for all adjudication of Regis North student conduct violations. In the event that the two institutions have a disagreement on the student sanctions, the NECC Vice President of Academic and Student Affairs will work with the Regis Vice President of Student Affairs and/or Assistant Dean of Students/Chief Conduct Officer to jointly resolve.

Incident Response: NECC staff and NECC Public Safety Office will respond to Regis North students in distress (including but not limited to Title IX/sexual assault, dangerous behavior, students under the influence of drugs or alcohol, and students in mental health crisis) according to the same policies and procedures that they respond to NECC students. NECC Public Safety Office will contact law enforcement and/or seek medical assistance according to their existing protocols and the rights of the victim.
NECC staff and NECC Public Safety Office will report any incidents involving Regis North students to Regis staff and/or Regis campus police, subject to the Title IX Investigations protocol and related communication provisions described below. NECC will immediately respond to a Regis North student incident pending the arrival or involvement of Regis personnel. NECC reserves the right to remove or direct Regis to remove from its premises, either temporarily or permanently, any individual participating in Regis North activities who poses a potential threat to the health or safety of the college community subsequent to due process procedures. Regis will notify NECC staff and/or NECC Public Safety Office if the former has any knowledge about a Regis North student in distress.

**Title IX Investigations:** When on the NECC campus, Regis North students and staff will be subject to NECC’s Policy on Affirmative Action, Equal Opportunity and Diversity, including its policies prohibiting sexual harassment and sexual violence under Title IX and the corresponding Regis College policies. Regis and NECC will cooperate in investigating Title IX incidents involving Regis North students or staff.

If a Title IX incident occurs involving both Regis North students or staff and NECC students or staff as either a Claimant (the party making a complaint) or a Respondent (the party against whom a complaint is made), Regis and NECC agree to the following division of responsibility:

The Claimant’s institution will coordinate support services for the Claimant; The Respondent’s institution will lead the Title IX investigation with the assistance of the Claimant’s institution. Where possible, an institution will lead the interview of its own students or staff; The Claimant’s institution and the Respondent’s institution will cooperate in providing any reasonable accommodations to the parties involved in the incident.

All communications between Regis and NECC regarding a Title IX incident and related investigation may only occur between each institution’s Title IX Coordinator. No NECC or Regis official, including Title IX Coordinators, may disclose a Claimant’s identity or other personal identifying information to Regis campus police, NECC Public Safety Office, or other law enforcement without a Claimant’s express consent.
If a Title IX incident occurs involving only Regis North students or staff, Regis will coordinate support services and lead the Title IX investigation and NECC will assist in providing any necessary reasonable accommodations.

Regis and NECC agree to alter their response to Title IX incidents as necessary and by mutual consent.

**Crime Reporting:** NECC Public Safety Office will immediately inform the Regis Chief of Police of any reported crimes involving Regis North students or Regis staff. NECC Public Safety Office will provide the Regis Chief of Police with a written incident report of all crimes involving Regis North students or Regis staff.

NECC and Regis will cooperate in reporting crimes in accordance with the Clery Act.

NECC Public Safety Office will provide Regis campus police with crime report information for the following locations:

- 420 Common Street, Lawrence, MA 01840, limited to the second floor of 420 Common Street, the elevator(s), stairwells, lobby;
- Classroom and lab space to be provided to Regis as referenced in Section 6 of this MOU;
- NECC library located at 45 Franklin St, Lawrence, MA, 01840;
- The NECC Career Planning and Advising Center located at 414 Common St, Lawrence MA, 01840;
- The NECC Learning Accommodation Testing Center located at 45 Franklin St, Lawrence, MA, 01840; and
- NECC parking lots in which parking passes are available for purchase by Regis North staff and students.

**Emergency Communications and Timely Warnings:** At the time of admission, Regis North students will sign up for NECC’s emergency communication/timely warning system, which will alert them by phone and text if there is an incident on the NECC campus they should be aware of, as well as weather alerts. The Regis Chief of Police and Student Services administrators will also sign up for these notifications.
Building Security: Buildings that Regis North students are using, including the classrooms referenced in Section 6, will be staffed by NECC campus security, as they are now. Regis will pay to have NECC campus security on site during times Regis North classes are in session and the rest of the NECC campus is not in session.

Public Statements Related to Public Safety Issues: Except for required emergency communications and/or timely warnings, neither party will make public statements on behalf of the other institution, including specific comments regarding a student enrolled at the other institution, without the other’s permission.

All members of the Regis community may report crimes or other issues of misconduct through Regis’ Reporting Tool, Ethics Point. Regis.ethicspoint.com.

Contacting NECC Public Safety
In an emergency, dial 911.
Contact NECC Public Safety at (978) 556-3333 or dial ext. 3333 from any campus phone.
Campus Security Office is located on the first floor of 45 Franklin St (L building) at the main entrance information station.
Public Safety General Information: Lawrence: 978-738-7499
http://www.necc.mass.edu/student-services/health-safety/
NORTHERN ESSEX COMMUNITY COLLEGE LAWRENCE CAMPUS CRIME STATISTICS: CLERY DATA - The following annual security report provides crime statistics for selected crimes that have been reported to local police agencies or to campus security authorities. The statistics reported here generally reflect the number of criminal incidents reported to the various authorities. The statistics reported for the sub-categories on liquor laws, drug laws, and weapons offenses represented the number of people arrested or referred to campus judicial authorities for respective violations, not the number of offenses documented. This report complies with 20 U.S. Code Section 1092 (f). *The College is a non-residential institution.

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