



2009 ANNUAL SAFETY AND SECURITY REPORT: CECIL COLLEGE

INTRODUCTION

This document is designed to help assist you in maintaining a safe environment for you and your property. We want you to become familiar with the College community, to understand the security policies and procedures that help promote safety and respect for others on the Cecil College campus, and to take appropriate precautions to minimize risk.

OUR COMMITMENT TO SAFETY

Cecil College understands the concerns of students, staff and the community about the safety of individuals on a college campus and accepts the responsibility to employ security measures to ensure that all students and staff enjoy their years at Cecil College as free as possible from threats to their safety or well being. Cecil College is dedicated to keeping the campus a secure and healthy place to work and study.

THE SAFETY AND SECURITY DEPARTMENT

As part of the Administrative Services Division, the Safety and Security Department of Cecil College is responsible for protecting the property, students, staff and visitors of the College and provide a safe learning environment at all College sites. Cecil College employs a full-time Director of Safety and Security and 3 full-time officers supplemented by 3-5 part-time personnel.

The Security Department role is limited to ensuring that public safety and security procedures are followed, conducting follow-up investigations of all incidents/daily reports and recommending corrective action to resolve and prevent reoccurrence, reporting crime statistics/records, and acting as a liaison to law enforcement agencies. Staff also monitor the parking lots, check for lighting outages, and secure all buildings on the North East campus, Elkton Station, College Crossing, the Family Education Center, and North Street in Elkton, Maryland. Escort service to vehicles after dark may be requested through the College switchboard operator or via cell phone access. General hours of security coverage at the North East campus are 8:00 am – 10:00 pm Monday thru Friday, 8:00 am – 5:00 pm Saturday and limited Sunday hours. Elkton Station is covered from 8:00 am – closing daily, and during any hours it is open on Saturday/Sunday. Other off-site facilities are patrolled periodically, and doors and alarm systems are checked.

SECURITY AND ACCESS TO INSTITUTIONAL FACILITIES

During normal business hours the majority of the buildings and grounds are open to the public, provided there is no disruption to classes, staff or college events. To assure the College provides safety and security conducive for an institution of higher education, the College reserves the right to restrict access to any or all campus and non-campus buildings; parts of the campus or the entire campus as the need arises. After normal business hours the buildings are locked electronically and access to the buildings is prohibited except by authorized personnel.

Cecil College and its security personnel have the authority to ask persons for identification and to determine whether individuals have lawful business at the College as well as issue parking violation warnings. Safety and security personnel do not possess arrest power. Criminal incidents are referred to the Maryland State Police, who have jurisdiction on the campus.

The Campus Security Office has a close working relationship with the Cecil County Sheriff's Office and the Maryland State Police in terms of security activities as well as investigations of incidents.

REPORTING OF CRIMINAL OFFENSES, EMERGENCY & SUSPICIOUS ACTIVITY

Community members, students, faculty, staff and guests are encouraged to report all crimes and public safety related incidents to the Campus Security Office in a timely manner. Contact the Campus Security Office by dialing "0", or (410) 287-6060. The College operator will call "911" in addition to notifying Security. Crimes should be reported to the Campus Security Office to ensure inclusion in the annual crime statistics and to aid in providing timely warning notices to the community, when appropriate.

If you have left campus and wish to report a non-emergency incident you can do so by email to safety@cecil.edu. Please give complete details and a call back number, someone from security will be in touch with you.

Parking lot blue phones and hallway mounted red phones all are direct dial contacts to "911". Any suspicious activity or person seen in the parking lots or loitering around vehicles, in or around buildings should be reported to the Campus Security Office.

EMERGENCY TELEPHONE NUMBERS

College Security Office: "0" using campus telephone

College Operator: 410-287-6060

Maryland State Police: 410-398-8101

Cecil County Sheriff's Dept.: 410-996-5500

DRUG AND ALCOHOL USE ON CAMPUS

The sale, distribution, use, manufacture, possession or abuse of illegal drugs and the abuse of alcohol and other substances is a violation of federal and/or state laws and is prohibited at all times. Violators will be subject to arrest and prosecution. Students, faculty and staff who are found guilty of violating federal and/or state laws on College property, or while on College business, will be subject to disciplinary action up to and

including dismissal and/or termination. Penalties may include drug and alcohol education and referral to the Cecil County Alcohol and Drug Center or other treatment programs in lieu of dismissal or termination.

See Drug Use and Alcohol Abuse Prevention Policy in the College Catalog

ALCOHOL AND SUBSTANCE ABUSE EDUCATION

The College provides information and support to employees and students on problems with substance abuse in conjunction with "The Drug Free Schools and Communities Acts" and "The Drug Free Workplace Act". In addition, the College has entered into an agreement with the Upper Bay Counseling & Referral Services to provide students access for personal counseling including alcohol and/or drug abuse.

- Additional Information Resources Available in the Community:
The Drug and Alcohol Center.....410-996-5106
Family Services Association.....410-398-4060
Union Hospital of Cecil County.....410-398-4000
The Vet Center.....410-392-4485
Upper Bay Counseling & Support Service..410-996-3450
Cecil County Mental Health..... 410-996-3450

CRIME PREVENTION AND PERSONAL SAFETY PROGRAMS

Trends of crime patterns, methods to prevent crimes, and other information pertaining to campus safety and security is regularly distributed to members of the Cecil College community through the college newsletter, the campus web site, and other forums. Students and employees of Cecil College are reminded that they are ultimately responsible for their own security and are encouraged to immediately report any criminal activity observed.

Student communications are continuously distributed throughout the academic year surrounding special events such as the Health Fair. The College has appointed a Student Civility Officer who is available to assist students when needed. The College has an agreement with Upper Bay Counseling Services and they are present on campus and available to students by appointment.

POLICE CRIME LOG INFORMATION

The Campus Security Officer per the CLERY Act maintains a log of all incidents that are reported. This list of incidents constitutes the Daily Crime Log. Access to the Daily Crime Log is available at the Campus Security Office and may be reviewed upon request.

TIMELY WARNINGS AND NOTIFICATIONS AND ALERTS

In the event that a situation arises, either on or off campus, that, in the judgment of the Campus Security Office, constitutes an ongoing or continuing threat, a campus wide "timely warning" will be issued. The primary methods of notification are by College wide e-mail and e2Campus, a mass texting system available free to all members of the College community. As appropriate, notices may also be made through the College voice

mail system, the College website and posted on bulletin boards. Anyone with information warranting a timely warning should report the circumstances to the Campus Security Office, by phone (410) 287-6060, ext. 606 or in person in the Technology Center, Room TC 203

SEX OFFENDER REGISTRATION

In accordance with The Jeanne Clery Act and the Family Education Rights and Privacy Act of 1974, The State of Maryland maintains a sex offender registration data base and is available at <http://www.dpscs.state.md.us/sorSearch/>. This act requires sex offenders already required to register in a State to provide notice of each institution of higher education in that State at which the person is employed, carries a vocation, or is a student. Registrants must register with a supervising authority on or before the date that the registrant is released, or within seven days of moving into Maryland, or within 14 days of beginning employment or registering as a student in Maryland.

In addition, Child Sexual Offenders who are Maryland residents must register with the designated local law enforcement unit in the county in which they will reside within seven days of "release" or within seven days of registering with the supervising authority if moving into Maryland. Non-resident Child Sexual Offenders must also register within seven days with the designated local law enforcement unit in the county where they will work or attend school.

SEXUAL ASSAULT PREVENTION AND RESPONSE

Cecil College seeks a safe and healthy environment for all community members and visitors. Thus, Cecil College has developed a policy on sexual assault to set forth definitions, and to reaffirm the College's commitment to providing education, reporting, adjudication, sanctions and community resources for support. Cecil College will also document information about incidents that occur on campus and provide a clear process for dissemination of that information to the College community in compliance with the law.

Cecil College will encourage all members of the academic community - faculty, staff, and students to participate in educational programs about sexual harassment and sexual assault through professional development. All new employees and students will receive information at orientation sessions.

Cecil College sanctions will be imposed in accordance with Student Code of Conduct and grievance policies. These sanctions can include but are not limited to suspension, expulsion, and/or separation from the College. In addition, an individual charged may be subject to prosecution by the Office of the District Attorney under Maryland Criminal Statutes. Other important agencies to contact if an incident occurs:

- 911
- Maryland State Police (410) 398-8101
- Cecil County Sheriff Dept. (410) 996-5500

See Sexual Assault Policy and the Sexual Harassment Policy in the College Catalog

RESOURCES FOR SUPPORT AND ASSISTANCE WITH SEXUAL ASSAULT

Cecil County Department of Social Services Domestic Violence/Rape Crisis

Location:

Cecil County DSS

P.O. Box 2137

Elkton, MD 21922

Phone:

24 Hour Hotline, Information & Services: 410-996-0333 Fax: 410-996-0820

Services

- Attorney on staff (legal advice only)
- Counseling: Survivors (individual and group) and children (no cost)
- Shelter (no cost)
- Batterer's Program: fee based on a sliding scale
- Court and hospital accompaniment by advocates
- Sexual Assault Services

Limitations: Does not accept males over the age of 14

Rape Crisis Program–Cecil County DDS

410-996-0333

Maryland Coalition Against Sexual Assault, Inc.

1-800-983-RAPE (7273)

www.mcasa.org

DATE RAPE DRUGS

Date rape drugs can be placed in any drink, not just alcohol. Effects may range from a feeling of well being and short term memory loss to an apparent aphrodisiac and intoxication effect. Serious adverse effects can occur such as seizures, insomnia, anxiety, nausea, dizziness, hallucinations, coma, even death. Some common side effects of these drugs include a drunken appearance, drowsiness, light-headedness, staggering, confusion, muscle relaxation and amnesia that lasts up to 24 hours.

If one suspects they or someone they know has been drugged and/or assaulted, first, go to a safe place, call the Campus Security Office or local police if off campus, go to the Campus Security Office or the local hospital's emergency room for immediate treatment of any injuries, plus urine, blood, pregnancy, sexually transmitted disease (STD) testing.

- Campus Security Office: "0" 911
- State Police (410) 398-8101
- Cecil County Sheriff Dept. (410) 996-5500

DOMESTIC VIOLENCE

Domestic violence is any violent or controlling behavior by a person toward a spouse or partner. Although the partner is the primary target, domestic abuse also affects the children in the household, extended family members, and even the community at large. If anyone has ever been hit or abused by spouse, domestic partner, or boy/girl friend and

they want to report it as a crime; they should immediately call the police. The victim or the police officer will need to go to the magistrate to see about getting an arrest warrant and/or restraining order. If a warrant is issued, the offending spouse or friend will be arrested. An arrest warrant charges someone with committing a crime, usually assault and battery. If you are a student or employee victim, please inform the Campus Security Office of any such warrant or restraining order.

VOLUNTARY CONFIDENTIAL REPORTING

Persons who are a victim of a crime and do not want to pursue action within the College System or the criminal justice system may still want to consider making a confidential report. With permission, the Campus Security Officer or a designee of Cecil College can file a report on the details of the incident without revealing a person's identity. The purpose of a confidential report is to comply with an individual's wish to keep the matter confidential, while taking steps to ensure the future safety of victims and others. With such information, the College can keep an accurate record of the number of incidents involving students, determine where there is a pattern of crime with regard to a particular location, method or assailant, and alert the campus community to potential danger. Reports filed in the manner are counted and disclosed in the annual crimes statistics for the institution.

LIMITED VOLUNTARY REPORTING

Cecil College encourages anyone who is the victim or witness to any crime to promptly report the incident to the police. Police reports are public records under state law..

STUDENT CRIMINAL ACTIVITY OFF CAMPUS

Cecil College does not monitor or record student off-campus criminal activity.

FIRE SAFETY

Fire safety is a major concern and affects all members of the Cecil. All campus buildings are equipped with automatic smoke detection systems that report to Facilities. Fire exit drills are conducted on each campus so that students and employees become familiar with proper building evacuation procedures.

The following buildings contain sprinkler systems:

- Community Cultural Center
- Theatre
- Technology Center
- Arts & Sciences – limited to janitorial closets and storage rooms
- Physical Education Complex
- Elkton Station
- Family Education Center

North East Campus Map



PREPARATION OF ANNUAL SAFETY & SECURITY REPORT:

The Campus Security Office conducts the statistical gathering of crime data from students as well as those with significant responsibilities for students and campus activities. The Director of Safety and Security prepares the annual report which is approved by the Vice President of Administrative Services prior to publication. The Board of Trustees, President, and College Vice Presidents review the final data prior to publication.

Likewise, the Maryland State Police report pertinent statistics from the required geographical area to Cecil College annually upon request. All figures reported are incorporated in the following statistical tables. .

Cecil College Crime Statistics in Accordance with the Campus Security Act

Criminal Offenses - On Campus	2006	2007	2008
a. Murder/Non-negligent manslaughter	0	0	0
b. Negligent manslaughter	0	0	0
c. Sex offenses - Forcible	0	0	0
d. Sex offenses - Non-forcible (incest and statutory rape only)	0	0	0
e. Robbery	0	0	0
f. Aggravated assault	0	0	0
g. Burglary	9	10	16
h. Motor vehicle theft	0	0	0
i. Arson	0	0	0

Criminal Offenses - Public Property	2006	2007	2008
a. Murder/Non-negligent manslaughter	0	0	0
b. Negligent manslaughter	0	0	0
c. Sex offenses - Forcible	0	0	0
d. Sex offenses - Non-forcible (incest and statutory rape only)	0	0	0
e. Robbery	0	0	0
f. Aggravated assault	0	0	3
g. Burglary	0	0	0
h. Motor vehicle theft	0	0	1
i. Arson	0	0	0

Public Property – All public property, including thoroughfares, street, sidewalks, and parking facilities, that is within the campus, or immediately adjacent to and accessible from the campus. This property is not owned or controlled by Cecil College and does not include private residences or businesses

None of the crimes listed above manifested evidence of prejudice based on race, gender, religion, sexual orientation, ethnicity, or disability as prescribed by the Hate Crime Statistics Act (28 USC 534).

DISTRIBUTION OF ANNUAL SAFETY AND SECURITY REPORT

Cecil College prepares this report to comply with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act. The full text of this report can be located on our website at <http://www.cecil.edu/about/policies/campus-safety-and-security-report.pdf>. Faculty and staff may also view the report on MyCecil under the Employees tab/Security.

Each year, an e-mail notification is made to all enrolled students as well as faculty and staff that provide the web site to access this report. Notices are also posted in classrooms. Copies of the report may also be obtained in the Campus Security Office located in the Technology Center, Room TC 203 or by calling (410) 287-6060, ext. 606. All prospective employees may obtain a copy from Human Resources in the Community Cultural Center Building, 3rd floor. A partial version of this report is also published in the Schedule of Classes each semester.

RELATED POLICIES AND PROCEDURES

Cecil College publishes its policies and procedures in their Catalog which can be downloaded from the college web site at <http://www.cecil.edu/course-schedule/catalog.pdf>. These include the following:

- Drug Use and Alcohol Abuse Prevention
- Responsible Use of Information Technology Resources
- Sexual Assault
- Sexual Harassment
- Student Code of Conduct