



Safety & Security

ANNUAL REPORT
2014-2015

CUMBERLAND COUNTY COLLEGE
RANKED #29 IN THE U.S. BY
Washington
MONTHLY

PO Box 1500 • 3322 College Drive
Vineland, NJ 08362 • 856/691-8600
ccnj.edu





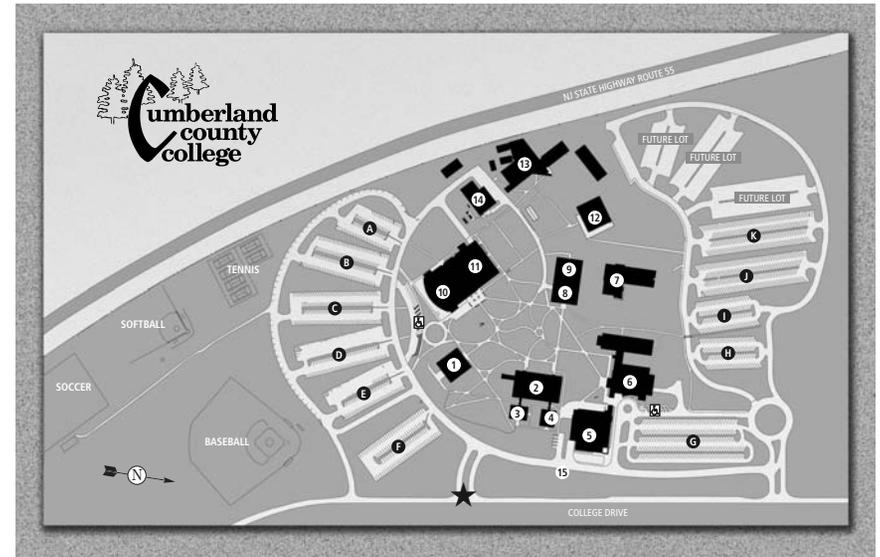
Safety and Security Annual Report • 2014-2015

Table of Contents

| | |
|---|-------|
| Access to Campus Facilities | 2 |
| Alcohol & Drug Policy | 2 |
| Annual Security Report | 2 |
| Bomb Threat/Suspicious Package | 3 |
| Children on Campus | 4 |
| College Identification Cards | 4 |
| Communications: Call Boxes & Hallway Phones | 4 |
| Crime Definitions | 5 |
| Crimes/Hate | 6 |
| Crime Prevention on Campus | 7 |
| Crime Reporting | 7 |
| Crime Statistics | 9-13 |
| Daily Crime Log | 13 |
| Defibrillators (AED) | 13 |
| Emergency Closings/Weather-Related Closings | 14 |
| Emergency Evacuation Chair | 14 |
| Emergency Notifications/Timely Warnings | 14 |
| Evacuation Procedures | 15 |
| Fire | 15 |
| Incidents/Crimes: Off-Campus | 16 |
| Lock-Down Procedures | 16 |
| Lost & Found | 16 |
| Parking, Traffic & Motor Vehicles/Fines & Payments/ Student Parking/Traffic Pattern/Vehicle Assistance | 16-18 |
| Sex Offender Notification Statement | 19 |
| Sexual Assault | 20 |
| Student Intervention Team (SIT) | 20 |
| Tobacco Use Policy | 21 |
| Vehicle & Property Safety | 22 |
| Vehicle Registration | 22 |

Cumberland County College endorses the concepts of nondiscrimination and equal opportunity for all, regardless of color, race, religion, sex, national origin, handicap, age, place of birth, marital status, or liability for military service. The college follows the guidelines of Section 504 of the 1973 Federal Rehabilitation Act, which mandates equal access to education for disabled students. Campus Coordinator for Title IX and 504 activities is the Executive Director of Human Resources, Administration Building, 856/691-8600, ext. 1235. This individual is designated to coordinate the college's efforts to comply with and carry out its responsibilities under Title IX, section 504/the ADA, and the Age Discrimination Act, which prohibit discrimination on the basis of sex, disability and age, respectively.

Produced by CCC's Safety & Security Office and
the Communications & Marketing Office
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Campus Map

- | | |
|--|---|
| 1. Administration Building | 13. Alampi Science Building |
| 2. Academic Building | 14. Central Plant - Shipping & Receiving |
| 3. Computer Classroom, Labs | 15. Bus Stop |
| 4. Academic Support Labs | Parking Lots A, B, C, D, E, F, G, H, I, J, K |
| 5. Luciano Conference Center | <i>Off-Campus Sites</i> |
| 6. Guaracini Arts Center | Clay College, 108 High St., Millville |
| 7. University Center | Paula J. Ring Education Center 10 Buck Street, Millville |
| 8. Library | |
| 9. Network Operations Center | |
| 10. Student & Enrollment Services Center - Information | |
| 11. Dr. Charles Cunningham Bldg. | |
| 12. Navone Healthcare Education Center Wheaton Building | |

FROM THE OFFICE OF CAMPUS SAFETY AND SECURITY

We're here to protect your safety.

On behalf of the Safety and Security Department, welcome to Cumberland County College. We hope you find this report helpful as it pertains to your safety and security on campus.

We are dedicated to maintaining a safe campus atmosphere for all persons. However, we can only achieve a truly safe campus through the cooperation of all students and employees. Safety and Security at Cumberland County College is a shared responsibility. Clearly, the best protection against campus crime is an aware, informed, and alert campus community. You can help maintain your own safety on campus by using common sense safety practices, such as walking in groups, reporting suspicious activities and incidents, not leaving books, coats, backpacks or other valuables unattended.

The information contained in this publication provides security procedures, services and crime statistics. The security procedures outlined are for your safety. Crime statistics that are reported to the Cumberland County College Security Department and the Vineland Police Department are included in this report.

Cumberland County College has a record of being a relatively crime free campus. As you review this information and the statistics on campus crime, you will see virtually no major crimes or arrests occurring on campus.

This report is part of the Safety and Security Department's ongoing efforts to inform and educate the campus community, so that we all can be better prepared and educated about safety issues that confront each of us in our day-to-day life.

The Safety and Security Department understands the overall mission statement of the college and strives to be a vital component toward enhancing that mission.

We are here to be of service and assist the college community 24 hours a day, 7 days a week, year-round.

We hope you find this report informative and helpful, and that your stay at Cumberland County College will be enjoyable and safe. If you have any questions or would like further information about safety and security at Cumberland County College, please contact the Safety and Security Department at 856/691-8600, extension 1777.

Access to Campus Facilities

Cumberland County College is an “open” college serving students and the general public. Campus facilities are generally open from 7 a.m. to 10 p.m., when classes are in session. Security officers are on duty 24 hours a day, 7 days a week, monitoring the entire campus.

Campus buildings are locked by an officer every night and are accessible when locked with college identification only.

The Safety and Security Department works closely with Facilities and Grounds Department in an ongoing effort to help ensure safe facilities on campus. Lighting in all buildings and public areas is inspected and maintained daily. Maintenance staff is available to respond to calls for service regarding unsafe facility conditions or for safety and property protection that occur after normal business hours.

Alcohol & Drug Policy

Cumberland County College is an educational institution committed to maintaining an environment which allows students to enjoy the full benefits of their learning experience and to understand the consequences of the illicit use of alcohol and drugs on their lives. In accordance with the policy approved by the Board of Trustees of Cumberland County College on June 12, 1990 and in accordance with Public Law 101-226, the college declares that it will make every effort to provide its students with an environment that is free of the problems associated with the unauthorized use and abuse of alcohol and illegal drugs.

The possession, use and/or distribution of alcohol and/or illegal drugs on campus is in violation of the Student Conduct Code and is prohibited. Disciplinary sanctions ranging from warnings to dismissal will be imposed on students who violate the alcohol and drug policy as well as local, state and federal laws when applicable.

Annual Security Report

The Cumberland County College Department of Safety and Security is responsible for preparing and distributing an annual campus security report as per the Campus Safety Act, which requires colleges and universities to publish an annual report. The report contains three years of campus crime statistics and certain security policy statements.

Cumberland County College maintains a strong commitment to campus safety and security. Security is present on campus at all times, monitoring the entire campus. The Safety and Security Office is located adjacent to

the Information Desk in the Student Center building and is responsible for emergency responses and maintains a working relationship with the Vineland Police Department to ensure a safe environment for the entire campus community.

To accomplish our goal it is imperative that students, all college employees or visitors report any emergencies, suspicious or criminal activity they observe. Security can be reached 24 hours a day, 7 days a week by dialing “1777” from any campus phone. If you are calling from off campus or cell phone, dial the main campus number, 856/691-8600, when the recorded message comes on dial “1777.”

Campus Security officers are non-sworn college employees who do not have police powers. However, the department is charged with the enforcement of college regulations, along with state and local laws. The Vineland Police Department is the law enforcement authority with the power to arrest on campus.

This information is provided because of our commitment to campus safety and security and in compliance with the federal law, The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act.

Each year the Annual Security Report and the Crime Statistics for the preceding three years are posted on the Campus Security webpage. (www.cccnj.edu)

Bomb Threat/Suspicious Package

Bomb threats usually occur by telephone. Try to keep the caller on the line as long as possible.

1. The person receiving a bomb threat call should remain calm and attempt to obtain as much information as possible from the caller by using the checklist on the following page.
2. Call Security at extension 1777 immediately, giving your name, location, and telephone number. Inform them of the situation, including any information you may have as to the location of the bomb, time it is set to explode, and the time you received the call.
3. If you should spot a suspicious object, package, etc., report it to Security. Under no circumstances should you touch, tamper with, or move a suspicious package in any way.

4. If instructed to evacuate, move a safe distance away from the building. Do not re-enter the building until instructed that it is safe by Security.

Children on Campus

Unsupervised children are not allowed on campus. This requirement is for the safety of the children and the learning environment of the campus. Students may not bring their children to their class(es). Students may not leave their children in offices, labs, lounge, cafeteria, library or other college facilities. Children can be distracting to students and instructors when present in instructional areas. Unattended children are at greater risk to be injured, cause damage, or be lost. Failure to observe and comply with this requirement can result in the student being directed to leave campus with their children and/or other disciplinary sanctions. Children enrolled or participating in college programs or activities are permitted on campus for the duration of their particular activity or program.

College Identification Cards

The ID card is your official identification and should be carried at all times while on the college premises. All college employees, along with students enrolled in credit classes must have an identification card. Student ID validation must be updated every semester. Student photo ID's are available in the Fitness Center, located in the Student Center. Information regarding dates and times are posted in the Fitness Center. There is a replacement fee for lost, stolen or damaged ID cards. Student ID's are required at all campus events and specialized venues such as: Computer Lab, Library, Fitness Center, and Gym.

Communications:

Call Boxes and Hallway Telephones

Campus Security can also be contacted by the use of call boxes and hallway telephones. The call boxes are strategically placed around campus. These call boxes are clearly marked and identifiable. Simply follow the instructions on the front panel of the call box to contact Campus Security.

The Academic, Science, Wheaton, Fine Arts Center and University Center buildings, are equipped with hallway telephones. These are in-house telephones that can be used to call any in-house extension, including Campus Security. The extension to reach Campus Security from any hallway telephone is 1777, for emergency and non-emergency requests, 24 hours a day, 7 days a week. These telephones have been programmed

to allow direct dialing to the police. Simply dial 9-911 and you will be connected to the Vineland Police Department.

Crime Definitions

From the Uniform Crime Reporting Handbook, the National Incident-Based Reporting System Edition of the Uniform Crime Reporting Handbook, and the Uniform Crime Reporting Hate Crime Data Collection Guidelines.

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.)

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.

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.

Criminal Homicide/Manslaughter by Negligence. The killing of another person through gross negligence.

Criminal Homicide/Manslaughter by Non-Negligence. The willful (non-negligent) killing of one human being by another.

Dating Violence. The term “dating violence” means violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of the relationship shall be determined based on a consideration of the following factors: Length of the relationship, type of relationship, frequency of interaction between the persons involved in the relationship.

Domestic Violence. The term “domestic violence” includes felony or misdemeanor crimes of violence committed by a current or former spouse of the victim, by a person with whom the victim shares a child in common, by a person who is cohabitating with or has cohabitated with the victim as a spouse, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving grant monies, or by any other person against an adult or youth victim who is protected from that person’s acts under the domestic or family violence laws of the jurisdiction.

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.) Carjacking is not included in this category, it is considered a robbery.

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.

Sex Offense 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: forcible rape; forcible sodomy; sexual assault with an object; forcible fondling and attempted rape.

Sex Offense Non-Forcible. Unlawful, non-forcible sexual intercourse: incest; statutory rape.

Stalking. The term “stalking” means engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for his or her safety or the safety of others or suffer substantial emotional distress.

Crimes/Hate

Any crime that manifests evidence that the victim was intentionally selected because of the victim’s actual or perceived race; religion; gender; sexual orientation; ethnicity or physical/mental disabilities.

The following crimes only apply to hate crime reporting:

Intimidation. To intentionally say or do something which would cause a person of ordinary sensibilities to be fearful of bodily harm.

Larceny Theft. The unlawful taking, carrying, leading or riding away of property from the possession or constructive possession of another.

Simple Assault. Assaults and attempted assaults where no weapon was used and which did not result in serious or aggravated injury to the victim.

Vandalism. To willfully or maliciously destroy, injure, disfigure, or deface any public or private property, real or personal, without the consent of the owner or person having custody or control by cutting, tearing, breaking, marking, painting, drawing, covering with filth, or any other such means as may be specified by local law.

Crime Prevention on Campus

Security and safety procedures and practices are presented at orientation programs for new students and employees. Student orientation programs are provided at the beginning of the student's enrollment at college. Employee orientation/development programs are held twice each year.

Educational programs to promote awareness of rape, acquaintance rape, and other sex offenses are scheduled during the year. Announcements of programs are posted and available through the Student Activities Office.

Crime Reporting

All students, college employees or visitors should promptly report criminal incidents, accidents, and other emergencies to the Safety and Security Department, by dialing extension "1777."

You can also report a criminal incident in person at the Information Desk, located in the Student Center building. Security will also assist students who wish to contact the Vineland Police Department. Additionally, crimes can also be reported to the Executive Director of Student Services office.

Campus Security can also be contacted by the use of call boxes and hallway telephones. The call boxes have been strategically placed around campus. These call boxes are clearly marked and identifiable. Simply follow the instructions on the front panel of the call box to contact security.

The Academic, Science, Wheaton, Fine Art Center, and University Center buildings are equipped with hallway telephones. These are house

telephones that can be used to call any in-house extension, including Campus Security. The extension to reach Campus Security from any hallway telephone is “1777” for emergency and non-emergency requests, 24 hours a day, 7 days a week. These telephones have been programmed to allow dialing “9-911” to Vineland Police Department. This is the only direct dialing from hallway telephones.

When a report of a criminal act, safety-related issue or violation of college policy is made to the Campus Security Department, a Security representative will respond to investigate the facts. The Security representative may make a report or may log the incident on his/her daily log, depending upon the nature of the incident. The Security representative may summon local law enforcement or may refer the reporting party to a law enforcement agency. The Security representative may collect information, interview witnesses and participants, and summon medical aid.

Confidential reports will be taken when an individual does not want his or her identity publicly revealed in the reporting of a crime or other serious incident.

When you report a potential emergency, or suspected criminal activity, be prepared to provide the following information: Type of incident, location of incident, description of persons involved (if criminal in nature), suspected injury or condition (if medical emergency), your name, location, and number you are calling from.

Campus Security authorities who are informed of crimes or other serious incidents are required to notify the Safety and Security Office for annual crime reporting and/or other action as appropriate. The Campus Security Act defines campus security authorities as officials of an institution who have significant responsibility for student and campus activities, including, but not limited to, student discipline, and campus judicial proceedings. An official is defined as any person who has the authority and the duty to take action or respond to particular issue on behalf of the institution.

Individuals holding the following positions are designated as Campus Security Authorities:

- All members of the Safety and Security Department
- Vice President of Academic and Student Services
- Executive Director of Student Services
- Executive Director of Human Resources

Crime Statistics (On-Campus)

In accordance with the *Student Right to Know and Campus Security Act*, the following crimes were reported.

| Offenses: | 2011 | 2012 | 2013 |
|-----------------------------------|-------------|-------------|-------------|
| Murder/Non-Negligent Manslaughter | 0 | 0 | 0 |
| Negligent Manslaughter | 0 | 0 | 0 |
| Sex Offense: Forcible | 0 | 1 | 0 |
| Sex Offense: Non-Forcible | 0 | 0 | 0 |
| Robbery | 0 | 0 | 0 |
| Aggravated Assault | 0 | 0 | 0 |
| Burglary | 0 | 0 | 0 |
| Motor Vehicle Theft | 0 | 0 | 0 |
| Arson | 0 | 0 | 0 |

Arrests for:

| | | | |
|----------------------|---|---|---|
| Liquor Law Violation | 0 | 0 | 0 |
| Drug Abuse Violation | 0 | 0 | 0 |
| Weapon Possession | 0 | 0 | 0 |

Judicial Referrals:

| | | | |
|----------------------|---|---|---|
| Liquor Law Violation | 0 | 0 | 0 |
| Drug Abuse Violation | 0 | 0 | 0 |
| Weapon Possession | 0 | 0 | 0 |

Crimes/Hate (On-Campus)

Colleges and universities must include, by geographic location and by category, any of the aforementioned offenses, and any crime involving bodily injury reported to the local police agency or to a campus security authority, that manifests evidence that the victim was intentionally selected because of the perpetrator's bias. Included in the bodily injury category are all applicable crimes with the exception of Aggravated Assault which is a separate crime category. The categories of bias are: race, gender, religion, sexual orientation, ethnicity/national origin, and disability.

The following criminal offenses that manifest evident of prejudice based on race, religion, sexual orientation, gender, disability, or ethnicity and can be classified as Hate Crimes as prescribed by the Hate Crime Statistics Act occurred.

| Offenses: | 2011 | 2012 | 2013 |
|-----------------------------------|-------------|-------------|-------------|
| Murder/Non-Negligent Manslaughter | 0 | 0 | 0 |
| Negligent Manslaughter | 0 | 0 | 0 |
| Sex Offense: Forcible | 0 | 0 | 0 |
| Sex Offense: Non-Forcible | 0 | 0 | 0 |
| Robbery | 0 | 0 | 0 |
| Aggravated Assault | 0 | 0 | 0 |
| Burglary | 0 | 0 | 0 |
| Motor Vehicle Theft | 0 | 0 | 0 |
| Arson | 0 | 0 | 0 |

Any Other Crime:

| | | | |
|----------------|---|---|---|
| Larceny-Theft | 0 | 0 | 0 |
| Simple Assault | 0 | 0 | 0 |
| Intimidation | 0 | 0 | 0 |
| Vandalism | 0 | 0 | 0 |

Disciplinary Actions (On-Campus)**Offenses:**

| | | | |
|-------------------------------------|---|---|---|
| Weapons: Carrying, Possessing, etc. | 0 | 0 | 0 |
| Drug Abuse Violations | 0 | 0 | 0 |
| Liquor Law Violations | 0 | 0 | 0 |

Crime Statistics (Non-Campus Building/Property)

In accordance with the Student Right to Know and Campus Security Act, the following crimes were reported occurring at non-campus building/property. Non-campus building/property are crimes occurring in or on building or property owned or controlled by the college, and not within the same contiguous geographic area of the college.

| Offenses: | 2011 | 2012 | 2013 |
|-----------------------------------|-------------|-------------|-------------|
| Murder/Non-Negligent Manslaughter | N/A | 0 | 0 |
| Negligent Manslaughter | N/A | 0 | 0 |
| Sex Offense: Forcible | N/A | 0 | 0 |
| Sex Offense-Non-Forcible | N/A | 0 | 0 |
| Robbery | N/A | 0 | 0 |
| Aggravated Assault | N/A | 0 | 0 |
| Burglary | N/A | 0 | 0 |
| Motor Vehicle Theft | N/A | 0 | 0 |
| Arson | N/A | 0 | 0 |

Arrests for:

| | | | |
|----------------------|-----|---|---|
| Liquor Law Violation | N/A | 0 | 0 |
| Drug Abuse Violation | N/A | 0 | 0 |
| Weapon Possession | N/A | 0 | 0 |

Judicial Referrals:

| | | | |
|----------------------|-----|---|---|
| Liquor Law Violation | N/A | 0 | 0 |
| Drug Abuse Violation | N/A | 0 | 0 |
| Weapon Possession | N/A | 0 | 0 |

Crimes/Hate (Non-Campus Building/Property)

Colleges and universities must include, by geographic location and by category, any of the aforementioned offenses, and any crime involving bodily injury reported to the local police agency or to a campus security authority, that manifests evidence that the victim was intentionally selected because of the perpetrator's bias. Included in the bodily injury category are all applicable crimes with the exception of Aggravated Assault which is a separate crime category. The categories of bias are: race, gender, religion, sexual orientation, ethnicity/national origin, and disability.

The following criminal offenses that manifest evident of prejudice based on race, religion, sexual orientation, gender, disability, or ethnicity and can be classified as Hate Crimes as prescribed by the Hate Crime Statistics Act occurred.

| Offenses: | 2011 | 2012 | 2013 |
|-----------------------------------|-------------|-------------|-------------|
| Murder/Non-Negligent Manslaughter | N/A | 0 | 0 |
| Negligent Manslaughter | N/A | 0 | 0 |
| Sex Offense: Forcible | N/A | 0 | 0 |
| Sex Offense: Non-Forcible | N/A | 0 | 0 |
| Robbery | N/A | 0 | 0 |
| Aggravated Assault | N/A | 0 | 0 |
| Burglary | N/A | 0 | 0 |
| Motor Vehicle Theft | N/A | 0 | 0 |
| Arson | N/A | 0 | 0 |

Any Other Crime:

| | | | |
|----------------|-----|---|---|
| Larceny-Theft | N/A | 0 | 0 |
| Simple Assault | N/A | 0 | 0 |
| Intimidation | N/A | 0 | 0 |
| Vandalism | N/A | 0 | 0 |

Disciplinary Actions (Non-Campus)

Offenses:

| | | | |
|-------------------------------------|---|---|---|
| Weapons: carrying, possessing, etc. | 0 | 0 | 0 |
| Drug Abuse Violations | 0 | 0 | 0 |
| Liquor Law Violations | 0 | 0 | 0 |

Crime Statistics (Public Property)

In accordance with the *Student Right to Know and Campus Security Act*, the following crimes were reported occurring on public property. Public properties are crimes occurring in areas reasonably contiguous to the college campus but not part of the campus.

| Offenses: | 2011 | 2012 | 2013 |
|-----------------------------------|------|------|------|
| Murder/Non-Negligent Manslaughter | 0 | 0 | 0 |
| Negligent Manslaughter | 0 | 0 | 0 |
| Sex Offense: Forcible | 0 | 0 | 0 |
| Sex Offense: Non-Forcible | 0 | 0 | 0 |
| Robbery | 0 | 0 | 0 |
| Aggravated Assault | 0 | 0 | 0 |
| Burglary | 0 | 0 | 0 |
| Motor Vehicle Theft | 0 | 0 | 0 |
| Arson | 0 | 0 | 0 |

Arrests for:

| | | | |
|----------------------|---|---|---|
| Liquor Law Violation | 0 | 0 | 0 |
| Drug Abuse Violation | 0 | 0 | 0 |
| Weapon Possession | 0 | 0 | 0 |

Judicial Referrals:

| | | | |
|----------------------|---|---|---|
| Liquor Law Violation | 0 | 0 | 0 |
| Drug Abuse Violation | 0 | 0 | 0 |
| Weapon Possession | 0 | 0 | 0 |

Crimes/Hate (Public Property)

Colleges and universities must include, by geographic location and by category, any of the aforementioned offenses, and any crime involving bodily injury reported to the local police agency or to a campus security authority, that manifests evidence that the victim was intentionally selected because of the perpetrator's bias. Included in the bodily injury category are all applicable crimes with the exception of Aggravated Assault which

is a separate crime category. The categories of bias are: race, gender, religion, sexual orientation, ethnicity/national origin, and disability.

The following criminal offenses that manifest evident of prejudice based on race, religion, sexual orientation, gender, disability, or ethnicity and can be classified as Hate Crimes as prescribed by the Hate Crime Statistics Act occurred.

| Offenses: | 2011 | 2012 | 2013 |
|-----------------------------------|-------------|-------------|-------------|
| Murder/Non-Negligent Manslaughter | 0 | 0 | 0 |
| Negligent Manslaughter | 0 | 0 | 0 |
| Sex Offense: Forcible | 0 | 0 | 0 |
| Sex Offense: Non-Forcible | 0 | 0 | 0 |
| Robbery | 0 | 0 | 0 |
| Aggravated Assault | 0 | 0 | 0 |
| Burglary | 0 | 0 | 0 |
| Motor Vehicle Theft | 0 | 0 | 0 |
| Arson | 0 | 0 | 0 |

Any Other Crime:

| | | | |
|----------------|---|---|---|
| Larceny-Theft | 0 | 0 | 0 |
| Simple Assault | 0 | 0 | 0 |
| Intimidation | 0 | 0 | 0 |
| Vandalism | 0 | 0 | 0 |

Daily Crime Log

The Safety and Security Department maintains a Daily Crime Log of all crimes reported to the department.

The Daily Log includes the incident type, date incident is reported, date and time of occurrence, and general location of each reported incident type, as well as the disposition of the incident, if known at the time the log is written.

Defibrillators (AED)

The college has six automated external defibrillators (AED) for the campus to be administered by trained personnel according to state regulations. Several staff members, including Campus Security, have received CPR/AED training.

Defibrillators are installed in the following locations:

- Security Office
- Fitness Center (wall-mounted)

- Wheaton Building/Office Complex (wall-mounted)
- FPAC/Humanities/Office Complex (wall-mounted)
- University Center/Office Complex (wall-mounted)
- Conference Center/Lobby Desk (wall-mounted)

Emergency Closings

Weather-Related Closings

In the event of an emergency, a message will be posted at the college's main number (856/691-8600), on the voice mail system, and on the home page of the college's website: www.cccnj.edu.

In addition, an emergency message will be sent via the college's Emergency Notification system to all phone numbers, text message numbers, cell phone numbers and email addresses stored in the college's Student Information System. Students should go to <http://www.cccnj.edu/cccalert> to add their information to the system if they haven't done so already.

For immediate warnings on campus, the college's clock tower will sound a siren which indicates that everyone should seek immediate shelter and stay in place until told it is safe to leave.

The voice mail system, website homepage, Facebook, Emergency Notification System are used for all official college weather-related and emergency closing announcements. Closing information will also appear on Cable Channel 9.

Emergency Evacuation Chair

The college has enhanced its emergency evacuation capability for persons with impaired mobility by installing two Evacu-Trac evacuation chairs. These chairs are encased in metal cabinets and marked "Emergency Evacuation Device." One chair is located on the second floor of the Academic Building outside classroom A-27, and the other chair is located inside the Fitness Center. Several staff members including Campus Security have received training in the operation of these chairs, which allows for movement of people with disabilities down stairways quickly and safely during an emergency.

Emergency Notifications/Timely Warnings

To help prevent crimes or serious incidents the Safety and Security Department will coordinate timely warnings and emergency notifications to the campus community. In the event that a situation arises that

represent a serious or ongoing threat to the campus community and to heighten safety awareness a timely warning and/or an emergency notification message will be issued.

An emergency message will be sent via the college's Emergency Notification System to all phone numbers, text message numbers, cell phone numbers and email addresses stored in the college's Student Information System. Please be sure to check your contact information for completeness and accuracy by going to the Personal Information section of the Portal.

For immediate warnings on campus the college's clock tower will also chime continuously which indicates that everyone should seek immediate shelter and stay in place until told it is safe to leave.

Evacuation Procedures

In the event of an emergency situation an evacuation of one, some or all campus buildings may be necessary. An emergency evacuation would be required when there is an actual or potential danger to the occupants of any building on campus as a result of fire, bomb or other emergency situations. The following is some information which will assist you in an emergency evacuation.

Each building has staff members designated as building coordinators to assist with evacuations.

If the fire alarm is sounded, all occupants must leave the building(s) via the nearest exit and proceed immediately to the appropriate prearranged staging areas. Time permitting; everyone should take his or her personal belongings with them. Designated building coordinator will assist in the evacuation of their building. Security or representative will notify personnel when it is safe to re-enter their building.

Fire

If smoke or fire is observed in a building, the alarm should be pulled, and Security called at extension 1777 immediately, giving your name, department, and location of fire. Everyone should evacuate the building/area immediately.

Evacuate to a safe distance from the building and out of the way of emergency personnel. Do not return to the building until instructed to do so by Security or Fire Department.

Notify Security or Firefighters if you suspect someone may be trapped inside the building.

Incidents/Crimes: Off-campus

In instances where there has been a Student Conduct Code Violation or a commission of a crime relating to an off campus location or activity, the college will consider its responsibility in these incidents on an individual basis. Crime statistics are not maintained or included for off campus incidents.

Lock-Down Procedures

Upon notification that the college/building(s) will be in lock-down, you should keep away from doors, windows, and outer walls. Lock the door if possible, otherwise attempt to secure the room by stacking furniture in front of the door. Do not draw attention to yourself, and keep out of the line of sight. Do not exit the building when a fire alarm sounds unless you have reason to believe that there really is a fire in the building. The college's clock tower will sound a siren. Lock-down concludes only with notification from Campus Security, a college administrator, or law enforcement personnel.

Lost & Found

Cumberland County College's Lost and Found is located at the Information Desk in the Student Center. If you find an item, please drop it off at the Information Desk. Items lost may be claimed at the Information Desk. Call the Information Desk at 856/691-8600, ext. 1000 to see if your lost item has been turned in. All items are held for a reasonable amount of time. If possible, always mark your personal property. The Information Desk hours are Mondays through Fridays, from 7:30 a.m. to 10 p.m., and Saturdays, from 7:30 a.m. to 4 p.m.

Parking, Traffic and Motor Vehicles

There is ample on-campus student parking at virtually all times. This allows for students to park properly in designated student parking spaces. Students must understand that conveniently located authorized (legal) parking spaces are not guaranteed. The parking facilities are utilized on a first come/first serve basis. The responsibility of finding an authorized parking space rests with the student (vehicle) operator; inability to do so shall not be justification for improper parking. You will find that student parking on campus is relatively close to the various campus facilities, particularly when compared to other colleges both in the state and region.

Fines & Payment

Vineland Police, Cumberland County Sheriff's Department, and the New Jersey State Police, are authorized to issue motor vehicle and handicap parking violations on campus. Violators cited by Campus Security will be charged \$10 for each violation, and \$50 for each handicap parking violation.

In addition to any violators cited by Campus Security, **the College reserves the right to seek additional penalties for motor vehicle and/or handicap parking violations in Vineland Municipal Court.** The College fine will be in addition to any penalties, fines, or court cost assessed by the local court Appeals to the violation notice must be made within ten (10) days of the date of violation to the Director of Safety and Security, who is located in the Student Center Building. Any appeals submitted later than the ten (10) day appeal period will NOT be considered. Students who incur excessive violations or demonstrated blatant disregard for parking and/or traffic regulations, or are disrespectful to Campus Security or other personnel, will be subject to disciplinary action and sanctions in addition to payment of fines. Failure to pay violations will cause a student's record to be held and may restrict future registration, enrollment and participation in college classes and/or activities. Questions or additional information is available at the Information Desk, located in the lobby of the Student Center Building. The Information Desk is open Mondays through Fridays, 7:30 a.m. until 10 p.m., and on Saturdays, from 7:30 a.m. until 4 p.m. Violations received by students must be paid at the Bursar's Office in the Student Center Building, or by mail to: **Cumberland County College, Bursar's Office, 3322 College Drive, Vineland, New Jersey 08360. Make checks payable to Cumberland County College.**

Student Parking

Parking is available for students in parking areas A, B, C, D, E, G, H, I, J and K as well as along the outside perimeter road next to the tennis courts and baseball field. Parking area F is a controlled lot for faculty and staff. Within these areas, student parking places are designated by white line markings. **Allowable student parking is between two white lines. Any area not designated with two white lines is a No Parking area. Not all No Parking areas are posted with signs. The absence of a sign does not mean parking is permitted.** Disabled parking places are designated by blue line markings. Only vehicles with disabled parking tags, or disabled parking placards, are allowed to park in the designated disabled parking areas. When a particular parking lot becomes full, students

can seek parking in one of the other parking areas. Students who improperly park in a lot because it is full can receive parking violations.

Traffic Pattern

Almost all of the roads and parking lots are one-way directional traffic patterns. The one-way direction is indicated by signs on campus. This pattern has been designed for safety and to reduce congestion and improve access for students to and from campus, and in and out of parking areas. Failure to observe these traffic patterns can cause backups and parking congestion and may result in auto accidents. Students can receive tickets for driving improperly on campus. The speed limit is 10 mph. Your observance and compliance with these traffic patterns and regulations will enhance parking and traffic flow for all students.

Motor Vehicle Assistance

Jump Start

Campus Security will provide a service to motorists that find that their car battery will not start while on Cumberland County College property. The college does not accept responsibility for any damages that may occur when this service is provided. Therefore, the individual utilizing this service must sign a waiver of liability form, before services are administered, releasing Cumberland County College from any responsibility.

Vehicle Lock Outs

A lock out service is provided upon proper identification by owners, who have locked their keys in their vehicle. Due to different automobile manufacturers, it is sometimes impossible to enter a locked vehicle without the proper key; however, Campus Security will make an attempt to unlock your vehicle. The college does not accept responsibility for any damages that may occur when this service is provided. Therefore, the individual utilizing this service must sign a waiver of liability form, before services are administered, releasing Cumberland County College from any responsibility. In addition, the individual requesting such service must show evidence of ownership/authorization and must provide identification.

Flat Tire Assistance

Campus Security will provide assistance for a vehicle that may need air in its tires. The person requesting air for tires must sign a waiver of liability form, releasing Cumberland County College from any responsibility of damage to the vehicle.

Sex Offender Notification Statement

The Federal Campus Sex Crimes Prevention Act, effective October 28, 2002, demands that the higher education entities be involved in community notification regarding campus affiliates and that such entities issue a statement advising the campus community where law enforcement agency information provided by a state regarding registered sex offenders may be obtained. The Campus Sex Crimes Act also mandates that sex offenders who are 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 on a vocation, or is a student. In turn, The State of New Jersey is obligated to notify Cumberland County College when any registered individual convicted of one or more of eight separate offenses registers as a student or becomes employed by the college.

Cumberland County College, Department of Safety and Security, in compliance with the Campus Sex Crimes Prevention Act, is obliged under law to make information available to the university community in order to afford the community with the opportunity to be aware of the condition of their environment concerning known sex offenders. This information is not to be used in any other fashion or for any other purpose. Information regarding the enrollment or employment of convicted sex offenders is available from the Cumberland County College Safety and Security Office at extension 1222.

Information regarding Sex Crimes Offenders is available on the New Jersey Sex Offender Registry accessible through the internet at http://www.nj.gov/njsp/info/reg_sexoffend.html

Excerpts from the New Jersey State Police Web site follow:

Under Megan's Law, New Jersey law authorizes the Division of State Police to make available to the public over the Internet information about certain sex offenders required to register. The sex offender Internet registry law can be found in the New Jersey Code at 2C:7-12 to -19. This information is made available on the Internet to facilitate public access to information about persons who have committed a sex offense, to enable a person to take appropriate precautions to protect oneself and those in your care from possible harm. Public access to registry information is intended solely for the protection of the public, and should never be used to threaten, intimidate or harass another.

Consistent with this public safety purpose of Megan's Law, the Internet registry law expressly prohibits the use of registry information for the purpose of applying for, obtaining, or denying health insurance, insurance,

loans, credit, education, scholarships or fellowships, benefits privileges or services provided by any business establishment (unless for a purpose consistent with the enhancement of public safety), or housing accommodations.

The law also makes it a crime, punishable by a term of imprisonment between three and five years and a fine of up to \$15,000, to use registry information to commit a criminal offense, and makes it a disorderly persons offense, punishable by a fine of up to \$1,000, to use registry information to commit any disorderly persons or petty disorderly persons offense. These charges would be in addition to any charges related to the underlying criminal act committed. Source http://www.nj.gov/njsp/info/reg_sexoffend.html

Sexual Assault

Sex offenses, whether forcible or non-forcible, are serious violations of the Cumberland County College Student Conduct Code and criminal law. Any reported sexual offenses will be treated through the established college disciplinary procedure and/or legal avenues. The college disciplinary procedure ensures that both the accuser and the accused have an opportunity to present their case and that both will be notified of the outcome. Following a college disciplinary hearing, sanctions may include dismissal of charges, verbal or written reprimands, establishment of specific stipulations to be met for continued attendance at the college, probation, suspension or dismissal.

In reporting a sex offense which occurs on campus, initial contact should be made to Campus Security (ext. 1777) located in the Student Center, as quickly as possible. Students also have the option of notifying local police. Students who are reluctant to notify either Campus Security or local police may request assistance from appropriate campus officials such as the Executive Director of Student Services, Affirmative Action Officers or counselor.

General procedures for reporting emergency situations, listed in this publication, should be followed. Additionally, any evidence which may be necessary to prove criminal sexual assault should be preserved. On request, students who are victims of sexual offenses will be provided the opportunity to adjust their academic schedule.

Educational programs to promote awareness of rape, acquaintance rape and other sex offenses are scheduled during the year. Announcements of programs are posted and available through the Student Activities Office.

There are many services available to assist victims of sexual assault. Information and counseling options, mental health centers, legal or medical support, and other services may be obtained from counselors or through the Student Services Office.

Student Intervention Team (SIT)

Cumberland County College strives to provide a safe and secure campus and learning environment for students, employees and visitors. To enhance campus safety, a Student Intervention Team (SIT) has been established to facilitate campus awareness and response to student mental health issues and behaviors. SIT includes faculty, counselors and administrators and meets regularly to review campus behavioral concerns, student behaviors and incidents reported. SIT will provide recommendations and suggestions for campus response, procedures, resources and staff training for at risk student behavior.

Students who observe or are aware of other students who appear to be a threat to harm themselves or others should refer the student(s) to SIT. Students can anonymously refer students of concern by calling ext. 1228 or at the student portal by clicking on SIT under campus bookmarks for E-Form submission.

Students reported to have exhibited aberrant, distressed, disturbed and/or disruptive behavior will be assisted. SIT members will intervene with students who are determined to be a potential threat or risk to be disruptive or harm themselves or others on campus. Interventions will address student behaviors and campus incidents and may include required on/off campus referrals, assessments and/or treatment. Students may be restricted on campus and/or suspended from the college by the Student Intervention Team for unmodified behavior and/or non compliance with SIT requirements.

Tobacco Use Policy

The interior campus grounds are tobacco/smoke free. Tobacco product use is prohibited inside the perimeter campus road, including in, near or between campus buildings and all college athletic and recreational fields and facilities. Tobacco use is only allowed in the lettered parking lots (A, B, C, D, E, F, G, H, I, J, K).

This policy applies to all students, as well as college employees, guests and visitors. Fines and disciplinary sanctions can be imposed on students violating tobacco use regulations.

Vehicle & Property Safety

Observance of the traffic and parking regulations will enhance the safety of your vehicle and deter damages, theft, and vandalism. You should also practice good sense when parking your vehicle on campus. Removing from sight valuable items, such as textbooks, CD's, coats/ jackets, stereo-audio equipment, etc. will reduce the likelihood of the theft of such items. There have been incidents of thefts from vehicles on campus. Following the practices mentioned above or those you would follow when leaving your car in public places (malls, movie theatres, etc.) will help reduce the likelihood of theft occurring. Traffic accidents, vandalism, or thefts which occur on campus should be reported to Security in the Student Center. Security can also be reached by dialing "1777" from any campus telephone. If calling from an off-campus public or cell phone, dial 856/691-8600 and dial "1777" when message starts. An incident report will be completed and the local police contacted. Their report may be necessary for any claim you wish to file with your auto insurance. It is important for accidents, vandalism, and/or thefts to be reported so the college can monitor and respond to such incidents.

Vehicle Registration

Vehicles which are used by students on campus must be registered with the college. All vehicles which students operate on campus are required to be registered and display a valid student parking permit. Vehicle registration forms may be obtained from and submitted to the Information Desk in the Student Center. Students completing the vehicle registration form will be issued a student parking permit. This permit should be placed on the driver's side rear window. Vehicles which do not display a college parking permit may be ticketed. Vehicles operated and/or parked on campus are subject to regulations by the State of New Jersey, the County of Cumberland, the City of Vineland and Cumberland County College. The college assumes no liability for vehicles or personal property in vehicles parked on campus. A vehicle can be towed at the owner's expense, without notice, if in the judgment of Security or college personnel, the vehicle is in violation of campus policy.

FROM THE OFFICE OF CAMPUS SAFETY AND SECURITY

We're here to protect your safety.

On behalf of the Safety and Security Department, welcome to Cumberland County College. We hope you find this report helpful as it pertains to your safety and security on campus.

We are dedicated to maintaining a safe campus atmosphere for all persons. However, we can only achieve a truly safe campus through the cooperation of all students and employees. Safety and Security at Cumberland County College is a shared responsibility. Clearly, the best protection against campus crime is an aware, informed, and alert campus community. You can help maintain your own safety on campus by using common sense safety practices, such as walking in groups, reporting suspicious activities and incidents, not leaving books, coats, backpacks or other valuables unattended.

The information contained in this publication provides security procedures, services and crime statistics. The security procedures outlined are for your safety. Crime statistics that are reported to the Cumberland County College Security Department and the Vineland Police Department are included in this report.

Cumberland County College has a record of being a relatively crime free campus. As you review this information and the statistics on campus crime, you will see virtually no major crimes or arrests occurring on campus.

This report is part of the Safety and Security Department's ongoing efforts to inform and educate the campus community, so that we all can be better prepared and educated about safety issues that confront each of us in our day-to-day life.

The Safety and Security Department understands the overall mission statement of the college and strives to be a vital component toward enhancing that mission.

We are here to be of service and assist the college community 24 hours a day, 7 days a week, year-round.

We hope you find this report informative and helpful, and that your stay at Cumberland County College will be enjoyable and safe. If you have any questions or would like further information about safety and security at Cumberland County College, please contact the Safety and Security Department at 856/691-8600, extension 1777.

Access to Campus Facilities

Cumberland County College is an “open” college serving students and the general public. Campus facilities are generally open from 7 a.m. to 10 p.m., when classes are in session. Security officers are on duty 24 hours a day, 7 days a week, monitoring the entire campus.

Campus buildings are locked by an officer every night and are accessible when locked with college identification only.

The Safety and Security Department works closely with Facilities and Grounds Department in an ongoing effort to help ensure safe facilities on campus. Lighting in all buildings and public areas is inspected and maintained daily. Maintenance staff is available to respond to calls for service regarding unsafe facility conditions or for safety and property protection that occur after normal business hours.

Alcohol & Drug Policy

Cumberland County College is an educational institution committed to maintaining an environment which allows students to enjoy the full benefits of their learning experience and to understand the consequences of the illicit use of alcohol and drugs on their lives. In accordance with the policy approved by the Board of Trustees of Cumberland County College on June 12, 1990 and in accordance with Public Law 101-226, the college declares that it will make every effort to provide its students with an environment that is free of the problems associated with the unauthorized use and abuse of alcohol and illegal drugs.

The possession, use and/or distribution of alcohol and/or illegal drugs on campus is in violation of the Student Conduct Code and is prohibited. Disciplinary sanctions ranging from warnings to dismissal will be imposed on students who violate the alcohol and drug policy as well as local, state and federal laws when applicable.

Annual Security Report

The Cumberland County College Department of Safety and Security is responsible for preparing and distributing an annual campus security report as per the Campus Safety Act, which requires colleges and universities to publish an annual report. The report contains three years of campus crime statistics and certain security policy statements.

Cumberland County College maintains a strong commitment to campus safety and security. Security is present on campus at all times, monitoring the entire campus. The Safety and Security Office is located adjacent to

the Information Desk in the Student Center building and is responsible for emergency responses and maintains a working relationship with the Vineland Police Department to ensure a safe environment for the entire campus community.

To accomplish our goal it is imperative that students, all college employees or visitors report any emergencies, suspicious or criminal activity they observe. Security can be reached 24 hours a day, 7 days a week by dialing "1777" from any campus phone. If you are calling from off campus or cell phone, dial the main campus number, 856/691-8600, when the recorded message comes on dial "1777."

Campus Security officers are non-sworn college employees who do not have police powers. However, the department is charged with the enforcement of college regulations, along with state and local laws. The Vineland Police Department is the law enforcement authority with the power to arrest on campus.

This information is provided because of our commitment to campus safety and security and in compliance with the federal law, The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act.

Each year the Annual Security Report and the Crime Statistics for the preceding three years are posted on the Campus Security webpage. (www.cccnj.edu)

Bomb Threat/Suspicious Package

Bomb threats usually occur by telephone. Try to keep the caller on the line as long as possible.

1. The person receiving a bomb threat call should remain calm and attempt to obtain as much information as possible from the caller by using the checklist on the following page.
2. Call Security at extension 1777 immediately, giving your name, location, and telephone number. Inform them of the situation, including any information you may have as to the location of the bomb, time it is set to explode, and the time you received the call.
3. If you should spot a suspicious object, package, etc., report it to Security. Under no circumstances should you touch, tamper with, or move a suspicious package in any way.

4

4. If instructed to evacuate, move a safe distance away from the building. Do not re-enter the building until instructed that it is safe by Security.

Children on Campus

Unsupervised children are not allowed on campus. This requirement is for the safety of the children and the learning environment of the campus. Students may not bring their children to their class(es). Students may not leave their children in offices, labs, lounge, cafeteria, library or other college facilities. Children can be distracting to students and instructors when present in instructional areas. Unattended children are at greater risk to be injured, cause damage, or be lost. Failure to observe and comply with this requirement can result in the student being directed to leave campus with their children and/or other disciplinary sanctions. Children enrolled or participating in college programs or activities are permitted on campus for the duration of their particular activity or program.

College Identification Cards

The ID card is your official identification and should be carried at all times while on the college premises. All college employees, along with students enrolled in credit classes must have an identification card. Student ID validation must be updated every semester. Student photo ID's are available in the Fitness Center, located in the Student Center. Information regarding dates and times are posted in the Fitness Center. There is a replacement fee for lost, stolen or damaged ID cards. Student ID's are required at all campus events and specialized venues such as: Computer Lab, Library, Fitness Center, and Gym.

Communications:

Call Boxes and Hallway Telephones

Campus Security can also be contacted by the use of call boxes and hallway telephones. The call boxes are strategically placed around campus. These call boxes are clearly marked and identifiable. Simply follow the instructions on the front panel of the call box to contact Campus Security.

The Academic, Science, Wheaton, Fine Arts Center and University Center buildings, are equipped with hallway telephones. These are in-house telephones that can be used to call any in-house extension, including Campus Security. The extension to reach Campus Security from any hallway telephone is 1777, for emergency and non-emergency requests, 24 hours a day, 7 days a week. These telephones have been programmed

to allow direct dialing to the police. Simply dial 9-911 and you will be connected to the Vineland Police Department.

Crime Definitions

From the Uniform Crime Reporting Handbook, the National Incident-Based Reporting System Edition of the Uniform Crime Reporting Handbook, and the Uniform Crime Reporting Hate Crime Data Collection Guidelines.

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.)

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.

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.

Criminal Homicide/Manslaughter by Negligence. The killing of another person through gross negligence.

Criminal Homicide/Manslaughter by Non-Negligence. The willful (non-negligent) killing of one human being by another.

Dating Violence. The term “dating violence” means violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of the relationship shall be determined based on a consideration of the following factors: Length of the relationship, type of relationship, frequency of interaction between the persons involved in the relationship.

Domestic Violence. The term “domestic violence” includes felony or misdemeanor crimes of violence committed by a current or former spouse of the victim, by a person with whom the victim shares a child in common, by a person who is cohabitating with or has cohabitated with the victim as a spouse, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving grant monies, or by any other person against an adult or youth victim who is protected from that person’s acts under the domestic or family violence laws of the jurisdiction.

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.) Carjacking is not included in this category, it is considered a robbery.

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.

Sex Offense 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: forcible rape; forcible sodomy; sexual assault with an object; forcible fondling and attempted rape.

Sex Offense Non-Forcible. Unlawful, non-forcible sexual intercourse: incest; statutory rape.

Stalking. The term “stalking” means engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for his or her safety or the safety of others or suffer substantial emotional distress.

Crimes/Hate

Any crime that manifests evidence that the victim was intentionally selected because of the victim’s actual or perceived race; religion; gender; sexual orientation; ethnicity or physical/mental disabilities.

The following crimes only apply to hate crime reporting:

Intimidation. To intentionally say or do something which would cause a person of ordinary sensibilities to be fearful of bodily harm.

Larceny Theft. The unlawful taking, carrying, leading or riding away of property from the possession or constructive possession of another.

Simple Assault. Assaults and attempted assaults where no weapon was used and which did not result in serious or aggravated injury to the victim.

Vandalism. To willfully or maliciously destroy, injure, disfigure, or deface any public or private property, real or personal, without the consent of the owner or person having custody or control by cutting, tearing, breaking, marking, painting, drawing, covering with filth, or any other such means as may be specified by local law.

Crime Prevention on Campus

Security and safety procedures and practices are presented at orientation programs for new students and employees. Student orientation programs are provided at the beginning of the student's enrollment at college. Employee orientation/development programs are held twice each year.

Educational programs to promote awareness of rape, acquaintance rape, and other sex offenses are scheduled during the year. Announcements of programs are posted and available through the Student Activities Office.

Crime Reporting

All students, college employees or visitors should promptly report criminal incidents, accidents, and other emergencies to the Safety and Security Department, by dialing extension "1777."

You can also report a criminal incident in person at the Information Desk, located in the Student Center building. Security will also assist students who wish to contact the Vineland Police Department. Additionally, crimes can also be reported to the Executive Director of Student Services office.

Campus Security can also be contacted by the use of call boxes and hallway telephones. The call boxes have been strategically placed around campus. These call boxes are clearly marked and identifiable. Simply follow the instructions on the front panel of the call box to contact security.

The Academic, Science, Wheaton, Fine Art Center, and University Center buildings are equipped with hallway telephones. These are house

telephones that can be used to call any in-house extension, including Campus Security. The extension to reach Campus Security from any hallway telephone is “1777” for emergency and non-emergency requests, 24 hours a day, 7 days a week. These telephones have been programmed to allow dialing “9-911” to Vineland Police Department. This is the only direct outside dialing from hallway telephones.

When a report of a criminal act, safety-related issue or violation of college policy is made to the Campus Security Department, a Security representative will respond to investigate the facts. The Security representative may make a report or may log the incident on his/her daily log, depending upon the nature of the incident. The Security representative may summon local law enforcement or may refer the reporting party to a law enforcement agency. The Security representative may collect information, interview witnesses and participants, and summon medical aid.

Confidential reports will be taken when an individual does not want his or her identity publicly revealed in the reporting of a crime or other serious incident.

When you report a potential emergency, or suspected criminal activity, be prepared to provide the following information: Type of incident, location of incident, description of persons involved (if criminal in nature), suspected injury or condition (if medical emergency), your name, location, and number you are calling from.

Campus Security authorities who are informed of crimes or other serious incidents are required to notify the Safety and Security Office for annual crime reporting and/or other action as appropriate. The Campus Security Act defines campus security authorities as officials of an institution who have significant responsibility for student and campus activities, including, but not limited to, student discipline, and campus judicial proceedings. An official is defined as any person who has the authority and the duty to take action or respond to particular issue on behalf of the institution.

Individuals holding the following positions are designated as Campus Security Authorities:

- All members of the Safety and Security Department
- Vice President of Academic and Student Services
- Executive Director of Student Services
- Executive Director of Human Resources

Crime Statistics (On-Campus)

In accordance with the *Student Right to Know and Campus Security Act*, the following crimes were reported.

| Offenses: | 2011 | 2012 | 2013 |
|-----------------------------------|-------------|-------------|-------------|
| Murder/Non-Negligent Manslaughter | 0 | 0 | 0 |
| Negligent Manslaughter | 0 | 0 | 0 |
| Sex Offense: Forcible | 0 | 1 | 0 |
| Sex Offense: Non-Forcible | 0 | 0 | 0 |
| Robbery | 0 | 0 | 0 |
| Aggravated Assault | 0 | 0 | 0 |
| Burglary | 0 | 0 | 0 |
| Motor Vehicle Theft | 0 | 0 | 0 |
| Arson | 0 | 0 | 0 |
| Arrests for: | | | |
| Liquor Law Violation | 0 | 0 | 0 |
| Drug Abuse Violation | 0 | 0 | 0 |
| Weapon Possession | 0 | 0 | 0 |
| Judicial Referrals: | | | |
| Liquor Law Violation | 0 | 0 | 0 |
| Drug Abuse Violation | 0 | 0 | 0 |
| Weapon Possession | 0 | 0 | 0 |

Crimes/Hate (On-Campus)

Colleges and universities must include, by geographic location and by category, any of the aforementioned offenses, and any crime involving bodily injury reported to the local police agency or to a campus security authority, that manifests evidence that the victim was intentionally selected because of the perpetrator's bias. Included in the bodily injury category are all applicable crimes with the exception of Aggravated Assault which is a separate crime category. The categories of bias are: race, gender, religion, sexual orientation, ethnicity/national origin, and disability.

The following criminal offenses that manifest evident of prejudice based on race, religion, sexual orientation, gender, disability, or ethnicity and can be classified as Hate Crimes as prescribed by the Hate Crime Statistics Act occurred.

10

| Offenses: | 2011 | 2012 | 2013 |
|-----------------------------------|-------------|-------------|-------------|
| Murder/Non-Negligent Manslaughter | 0 | 0 | 0 |
| Negligent Manslaughter | 0 | 0 | 0 |
| Sex Offense: Forcible | 0 | 0 | 0 |
| Sex Offense: Non-Forcible | 0 | 0 | 0 |
| Robbery | 0 | 0 | 0 |
| Aggravated Assault | 0 | 0 | 0 |
| Burglary | 0 | 0 | 0 |
| Motor Vehicle Theft | 0 | 0 | 0 |
| Arson | 0 | 0 | 0 |

Any Other Crime:

| | | | |
|----------------|---|---|---|
| Larceny-Theft | 0 | 0 | 0 |
| Simple Assault | 0 | 0 | 0 |
| Intimidation | 0 | 0 | 0 |
| Vandalism | 0 | 0 | 0 |

Disciplinary Actions (On-Campus)

Offenses:

| | | | |
|-------------------------------------|---|---|---|
| Weapons: Carrying, Possessing, etc. | 0 | 0 | 0 |
| Drug Abuse Violations | 0 | 0 | 0 |
| Liquor Law Violations | 0 | 0 | 0 |

Crime Statistics (Non-Campus Building/Property)

In accordance with the Student Right to Know and Campus Security Act, the following crimes were reported occurring at non-campus building/property. Non-campus building/property are crimes occurring in or on building or property owned or controlled by the college, and not within the same contiguous geographic area of the college.

| Offenses: | 2011 | 2012 | 2013 |
|-----------------------------------|-------------|-------------|-------------|
| Murder/Non-Negligent Manslaughter | N/A | 0 | 0 |
| Negligent Manslaughter | N/A | 0 | 0 |
| Sex Offense: Forcible | N/A | 0 | 0 |
| Sex Offense-Non-Forcible | N/A | 0 | 0 |
| Robbery | N/A | 0 | 0 |
| Aggravated Assault | N/A | 0 | 0 |
| Burglary | N/A | 0 | 0 |
| Motor Vehicle Theft | N/A | 0 | 0 |
| Arson | N/A | 0 | 0 |

Arrests for:

| | | | |
|----------------------|-----|---|---|
| Liquor Law Violation | N/A | 0 | 0 |
| Drug Abuse Violation | N/A | 0 | 0 |
| Weapon Possession | N/A | 0 | 0 |

Judicial Referrals:

| | | | |
|----------------------|-----|---|---|
| Liquor Law Violation | N/A | 0 | 0 |
| Drug Abuse Violation | N/A | 0 | 0 |
| Weapon Possession | N/A | 0 | 0 |

Crimes/Hate (Non-Campus Building/Property)

Colleges and universities must include, by geographic location and by category, any of the aforementioned offenses, and any crime involving bodily injury reported to the local police agency or to a campus security authority, that manifests evidence that the victim was intentionally selected because of the perpetrator's bias. Included in the bodily injury category are all applicable crimes with the exception of Aggravated Assault which is a separate crime category. The categories of bias are: race, gender, religion, sexual orientation, ethnicity/national origin, and disability.

The following criminal offenses that manifest evident of prejudice based on race, religion, sexual orientation, gender, disability, or ethnicity and can be classified as Hate Crimes as prescribed by the Hate Crime Statistics Act occurred.

| Offenses: | 2011 | 2012 | 2013 |
|-----------------------------------|-------------|-------------|-------------|
| Murder/Non-Negligent Manslaughter | N/A | 0 | 0 |
| Negligent Manslaughter | N/A | 0 | 0 |
| Sex Offense: Forcible | N/A | 0 | 0 |
| Sex Offense: Non-Forcible | N/A | 0 | 0 |
| Robbery | N/A | 0 | 0 |
| Aggravated Assault | N/A | 0 | 0 |
| Burglary | N/A | 0 | 0 |
| Motor Vehicle Theft | N/A | 0 | 0 |
| Arson | N/A | 0 | 0 |

Any Other Crime:

| | | | |
|----------------|-----|---|---|
| Larceny-Theft | N/A | 0 | 0 |
| Simple Assault | N/A | 0 | 0 |
| Intimidation | N/A | 0 | 0 |
| Vandalism | N/A | 0 | 0 |

Disciplinary Actions (Non-Campus)

Offenses:

| | | | |
|-------------------------------------|---|---|---|
| Weapons: carrying, possessing, etc. | 0 | 0 | 0 |
| Drug Abuse Violations | 0 | 0 | 0 |
| Liquor Law Violations | 0 | 0 | 0 |

Crime Statistics (Public Property)

In accordance with the *Student Right to Know and Campus Security Act*, the following crimes were reported occurring on public property. Public properties are crimes occurring in areas reasonably contiguous to the college campus but not part of the campus.

| Offenses: | 2011 | 2012 | 2013 |
|-----------------------------------|------|------|------|
| Murder/Non-Negligent Manslaughter | 0 | 0 | 0 |
| Negligent Manslaughter | 0 | 0 | 0 |
| Sex Offense: Forcible | 0 | 0 | 0 |
| Sex Offense: Non-Forcible | 0 | 0 | 0 |
| Robbery | 0 | 0 | 0 |
| Aggravated Assault | 0 | 0 | 0 |
| Burglary | 0 | 0 | 0 |
| Motor Vehicle Theft | 0 | 0 | 0 |
| Arson | 0 | 0 | 0 |

Arrests for:

| | | | |
|----------------------|---|---|---|
| Liquor Law Violation | 0 | 0 | 0 |
| Drug Abuse Violation | 0 | 0 | 0 |
| Weapon Possession | 0 | 0 | 0 |

Judicial Referrals:

| | | | |
|----------------------|---|---|---|
| Liquor Law Violation | 0 | 0 | 0 |
| Drug Abuse Violation | 0 | 0 | 0 |
| Weapon Possession | 0 | 0 | 0 |

Crimes/Hate (Public Property)

Colleges and universities must include, by geographic location and by category, any of the aforementioned offenses, and any crime involving bodily injury reported to the local police agency or to a campus security authority, that manifests evidence that the victim was intentionally selected because of the perpetrator's bias. Included in the bodily injury category are all applicable crimes with the exception of Aggravated Assault which

is a separate crime category. The categories of bias are: race, gender, religion, sexual orientation, ethnicity/national origin, and disability.

The following criminal offenses that manifest evident of prejudice based on race, religion, sexual orientation, gender, disability, or ethnicity and can be classified as Hate Crimes as prescribed by the Hate Crime Statistics Act occurred.

| Offenses: | 2011 | 2012 | 2013 |
|-----------------------------------|-------------|-------------|-------------|
| Murder/Non-Negligent Manslaughter | 0 | 0 | 0 |
| Negligent Manslaughter | 0 | 0 | 0 |
| Sex Offense: Forcible | 0 | 0 | 0 |
| Sex Offense: Non-Forcible | 0 | 0 | 0 |
| Robbery | 0 | 0 | 0 |
| Aggravated Assault | 0 | 0 | 0 |
| Burglary | 0 | 0 | 0 |
| Motor Vehicle Theft | 0 | 0 | 0 |
| Arson | 0 | 0 | 0 |
| Any Other Crime: | | | |
| Larceny-Theft | 0 | 0 | 0 |
| Simple Assault | 0 | 0 | 0 |
| Intimidation | 0 | 0 | 0 |
| Vandalism | 0 | 0 | 0 |

Daily Crime Log

The Safety and Security Department maintains a Daily Crime Log of all crimes reported to the department.

The Daily Log includes the incident type, date incident is reported, date and time of occurrence, and general location of each reported incident type, as well as the disposition of the incident, if known at the time the log is written.

Defibrillators (AED)

The college has six automated external defibrillators (AED) for the campus to be administered by trained personnel according to state regulations. Several staff members, including Campus Security, have received CPR/AED training.

Defibrillators are installed in the following locations:

- Security Office
- Fitness Center (wall-mounted)

- Wheaton Building/Office Complex (wall-mounted)
- FPAC/Humanities/Office Complex (wall-mounted)
- University Center/Office Complex (wall-mounted)
- Conference Center/Lobby Desk (wall-mounted)

Emergency Closings

Weather-Related Closings

In the event of an emergency, a message will be posted at the college's main number (856/691-8600), on the voice mail system, and on the home page of the college's website: www.cccnj.edu.

In addition, an emergency message will be sent via the college's Emergency Notification system to all phone numbers, text message numbers, cell phone numbers and email addresses stored in the college's Student Information System. Students should go to <http://www.cccnj.edu/cccalert> to add their information to the system if they haven't done so already.

For immediate warnings on campus, the college's clock tower will sound a siren which indicates that everyone should seek immediate shelter and stay in place until told it is safe to leave.

The voice mail system, website homepage, Facebook, Emergency Notification System are used for all official college weather-related and emergency closing announcements. Closing information will also appear on Cable Channel 9.

Emergency Evacuation Chair

The college has enhanced its emergency evacuation capability for persons with impaired mobility by installing two Evacu-Trac evacuation chairs. These chairs are encased in metal cabinets and marked "Emergency Evacuation Device." One chair is located on the second floor of the Academic Building outside classroom A-27, and the other chair is located inside the Fitness Center. Several staff members including Campus Security have received training in the operation of these chairs, which allows for movement of people with disabilities down stairways quickly and safely during an emergency.

Emergency Notifications/Timely Warnings

To help prevent crimes or serious incidents the Safety and Security Department will coordinate timely warnings and emergency notifications to the campus community. In the event that a situation arises that

represent a serious or ongoing threat to the campus community and to heighten safety awareness a timely warning and/or an emergency notification message will be issued.

An emergency message will be sent via the college's Emergency Notification System to all phone numbers, text message numbers, cell phone numbers and email addresses stored in the college's Student Information System. Please be sure to check your contact information for completeness and accuracy by going to the Personal Information section of the Portal.

For immediate warnings on campus the college's clock tower will also chime continuously which indicates that everyone should seek immediate shelter and stay in place until told it is safe to leave.

Evacuation Procedures

In the event of an emergency situation an evacuation of one, some or all campus buildings may be necessary. An emergency evacuation would be required when there is an actual or potential danger to the occupants of any building on campus as a result of fire, bomb or other emergency situations. The following is some information which will assist you in an emergency evacuation.

Each building has staff members designated as building coordinators to assist with evacuations.

If the fire alarm is sounded, all occupants must leave the building(s) via the nearest exit and proceed immediately to the appropriate prearranged staging areas. Time permitting; everyone should take his or her personal belongings with them. Designated building coordinator will assist in the evacuation of their building. Security or representative will notify personnel when it is safe to re-enter their building.

Fire

If smoke or fire is observed in a building, the alarm should be pulled, and Security called at extension 1777 immediately, giving your name, department, and location of fire. Everyone should evacuate the building/area immediately.

Evacuate to a safe distance from the building and out of the way of emergency personnel. Do not return to the building until instructed to do so by Security or Fire Department.

Notify Security or Firefighters if you suspect someone may be trapped inside the building.

Incidents/Crimes: Off-campus

In instances where there has been a Student Conduct Code Violation or a commission of a crime relating to an off campus location or activity, the college will consider its responsibility in these incidents on an individual basis. Crime statistics are not maintained or included for off campus incidents.

Lock-Down Procedures

Upon notification that the college/building(s) will be in lock-down, you should keep away from doors, windows, and outer walls. Lock the door if possible, otherwise attempt to secure the room by stacking furniture in front of the door. Do not draw attention to yourself, and keep out of the line of sight. Do not exit the building when a fire alarm sounds unless you have reason to believe that there really is a fire in the building. The college's clock tower will sound a siren. Lock-down concludes only with notification from Campus Security, a college administrator, or law enforcement personnel.

Lost & Found

Cumberland County College's Lost and Found is located at the Information Desk in the Student Center. If you find an item, please drop it off at the Information Desk. Items lost may be claimed at the Information Desk. Call the Information Desk at 856/691-8600, ext. 1000 to see if your lost item has been turned in. All items are held for a reasonable amount of time. If possible, always mark your personal property. The Information Desk hours are Mondays through Fridays, from 7:30 a.m. to 10 p.m., and Saturdays, from 7:30 a.m. to 4 p.m.

Parking, Traffic and Motor Vehicles

There is ample on-campus student parking at virtually all times. This allows for students to park properly in designated student parking spaces. Students must understand that conveniently located authorized (legal) parking spaces are not guaranteed. The parking facilities are utilized on a first come/first serve basis. The responsibility of finding an authorized parking space rests with the student (vehicle) operator; inability to do so shall not be justification for improper parking. You will find that student parking on campus is relatively close to the various campus facilities, particularly when compared to other colleges both in the state and region.

Fines & Payment

Vineland Police, Cumberland County Sheriff's Department, and the New Jersey State Police, are authorized to issue motor vehicle and handicap parking violations on campus. Violators cited by Campus Security will be charged \$10 for each violation, and \$50 for each handicap parking violation.

In addition to any violators cited by Campus Security, **the College reserves the right to seek additional penalties for motor vehicle and/or handicap parking violations in Vineland Municipal Court.** The College fine will be in addition to any penalties, fines, or court cost assessed by the local court Appeals to the violation notice must be made within ten (10) days of the date of violation to the Director of Safety and Security, who is located in the Student Center Building. Any appeals submitted later than the ten (10) day appeal period will NOT be considered. Students who incur excessive violations or demonstrated blatant disregard for parking and/or traffic regulations, or are disrespectful to Campus Security or other personnel, will be subject to disciplinary action and sanctions in addition to payment of fines. Failure to pay violations will cause a student's record to be held and may restrict future registration, enrollment and participation in college classes and/or activities. Questions or additional information is available at the Information Desk, located in the lobby of the Student Center Building. The Information Desk is open Mondays through Fridays, 7:30 a.m. until 10 p.m., and on Saturdays, from 7:30 a.m. until 4 p.m. Violations received by students must be paid at the Bursar's Office in the Student Center Building, or by mail to: **Cumberland County College, Bursar's Office, 3322 College Drive, Vineland, New Jersey 08360. Make checks payable to Cumberland County College.**

Student Parking

Parking is available for students in parking areas A, B, C, D, E, G, H, I, J and K as well as along the outside perimeter road next to the tennis courts and baseball field. Parking area F is a controlled lot for faculty and staff. Within these areas, student parking places are designated by white line markings. **Allowable student parking is between two white lines. Any area not designated with two white lines is a No Parking area. Not all No Parking areas are posted with signs. The absence of a sign does not mean parking is permitted.** Disabled parking places are designated by blue line markings. Only vehicles with disabled parking tags, or disabled parking placards, are allowed to park in the designated disabled parking areas. When a particular parking lot becomes full, students

can seek parking in one of the other parking areas. Students who improperly park in a lot because it is full can receive parking violations.

Traffic Pattern

Almost all of the roads and parking lots are one-way directional traffic patterns. The one-way direction is indicated by signs on campus. This pattern has been designed for safety and to reduce congestion and improve access for students to and from campus, and in and out of parking areas. Failure to observe these traffic patterns can cause backups and parking congestion and may result in auto accidents. Students can receive tickets for driving improperly on campus. The speed limit is 10 mph. Your observance and compliance with these traffic patterns and regulations will enhance parking and traffic flow for all students.

Motor Vehicle Assistance

Jump Start

Campus Security will provide a service to motorists that find that their car battery will not start while on Cumberland County College property. The college does not accept responsibility for any damages that may occur when this service is provided. Therefore, the individual utilizing this service must sign a waiver of liability form, before services are administered, releasing Cumberland County College from any responsibility.

Vehicle Lock Outs

A lock out service is provided upon proper identification by owners, who have locked their keys in their vehicle. Due to different automobile manufacturers, it is sometimes impossible to enter a locked vehicle without the proper key; however, Campus Security will make an attempt to unlock your vehicle. The college does not accept responsibility for any damages that may occur when this service is provided. Therefore, the individual utilizing this service must sign a waiver of liability form, before services are administered, releasing Cumberland County College from any responsibility. In addition, the individual requesting such service must show evidence of ownership/authorization and must provide identification.

Flat Tire Assistance

Campus Security will provide assistance for a vehicle that may need air in its tires. The person requesting air for tires must sign a waiver of liability form, releasing Cumberland County College from any responsibility of damage to the vehicle.

Sex Offender Notification Statement

The Federal Campus Sex Crimes Prevention Act, effective October 28, 2002, demands that the higher education entities be involved in community notification regarding campus affiliates and that such entities issue a statement advising the campus community where law enforcement agency information provided by a state regarding registered sex offenders may be obtained. The Campus Sex Crimes Act also mandates that sex offenders who are 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 on a vocation, or is a student. In turn, The State of New Jersey is obligated to notify Cumberland County College when any registered individual convicted of one or more of eight separate offenses registers as a student or becomes employed by the college.

Cumberland County College, Department of Safety and Security, in compliance with the Campus Sex Crimes Prevention Act, is obliged under law to make information available to the university community in order to afford the community with the opportunity to be aware of the condition of their environment concerning known sex offenders. This information is not to be used in any other fashion or for any other purpose. Information regarding the enrollment or employment of convicted sex offenders is available from the Cumberland County College Safety and Security Office at extension 1222.

Information regarding Sex Crimes Offenders is available on the New Jersey Sex Offender Registry accessible through the internet at http://www.nj.gov/njsp/info/reg_sexoffend.html

Excerpts from the New Jersey State Police Web site follow:

Under Megan's Law, New Jersey law authorizes the Division of State Police to make available to the public over the Internet information about certain sex offenders required to register. The sex offender Internet registry law can be found in the New Jersey Code at 2C:7-12 to -19. This information is made available on the Internet to facilitate public access to information about persons who have committed a sex offense, to enable a person to take appropriate precautions to protect oneself and those in your care from possible harm. Public access to registry information is intended solely for the protection of the public, and should never be used to threaten, intimidate or harass another.

Consistent with this public safety purpose of Megan's Law, the Internet registry law expressly prohibits the use of registry information for the purpose of applying for, obtaining, or denying health insurance, insurance,

loans, credit, education, scholarships or fellowships, benefits privileges or services provided by any business establishment (unless for a purpose consistent with the enhancement of public safety), or housing accommodations.

The law also makes it a crime, punishable by a term of imprisonment between three and five years and a fine of up to \$15,000, to use registry information to commit a criminal offense, and makes it a disorderly persons offense, punishable by a fine of up to \$1,000, to use registry information to commit any disorderly persons or petty disorderly persons offense. These charges would be in addition to any charges related to the underlying criminal act committed. Source http://www.nj.gov/njsp/info/reg_sexoffend.html

Sexual Assault

Sex offenses, whether forcible or non-forcible, are serious violations of the Cumberland County College Student Conduct Code and criminal law. Any reported sexual offenses will be treated through the established college disciplinary procedure and/or legal avenues. The college disciplinary procedure ensures that both the accuser and the accused have an opportunity to present their case and that both will be notified of the outcome. Following a college disciplinary hearing, sanctions may include dismissal of charges, verbal or written reprimands, establishment of specific stipulations to be met for continued attendance at the college, probation, suspension or dismissal.

In reporting a sex offense which occurs on campus, initial contact should be made to Campus Security (ext. 1777) located in the Student Center, as quickly as possible. Students also have the option of notifying local police. Students who are reluctant to notify either Campus Security or local police may request assistance from appropriate campus officials such as the Executive Director of Student Services, Affirmative Action Officers or counselor.

General procedures for reporting emergency situations, listed in this publication, should be followed. Additionally, any evidence which may be necessary to prove criminal sexual assault should be preserved. On request, students who are victims of sexual offenses will be provided the opportunity to adjust their academic schedule.

Educational programs to promote awareness of rape, acquaintance rape and other sex offenses are scheduled during the year. Announcements of programs are posted and available through the Student Activities Office.

There are many services available to assist victims of sexual assault. Information and counseling options, mental health centers, legal or medical support, and other services may be obtained from counselors or through the Student Services Office.

Student Intervention Team (SIT)

Cumberland County College strives to provide a safe and secure campus and learning environment for students, employees and visitors. To enhance campus safety, a Student Intervention Team (SIT) has been established to facilitate campus awareness and response to student mental health issues and behaviors. SIT includes faculty, counselors and administrators and meets regularly to review campus behavioral concerns, student behaviors and incidents reported. SIT will provide recommendations and suggestions for campus response, procedures, resources and staff training for at risk student behavior.

Students who observe or are aware of other students who appear to be a threat to harm themselves or others should refer the student(s) to SIT. Students can anonymously refer students of concern by calling ext. 1228 or at the student portal by clicking on SIT under campus bookmarks for E-Form submission.

Students reported to have exhibited aberrant, distressed, disturbed and/or disruptive behavior will be assisted. SIT members will intervene with students who are determined to be a potential threat or risk to be disruptive or harm themselves or others on campus. Interventions will address student behaviors and campus incidents and may include required on/off campus referrals, assessments and/or treatment. Students may be restricted on campus and/or suspended from the college by the Student Intervention Team for unmodified behavior and/or non compliance with SIT requirements.

Tobacco Use Policy

The interior campus grounds are tobacco/smoke free. Tobacco product use is prohibited inside the perimeter campus road, including in, near or between campus buildings and all college athletic and recreational fields and facilities. Tobacco use is only allowed in the lettered parking lots (A, B, C, D, E, F, G, H, I, J, K).

This policy applies to all students, as well as college employees, guests and visitors. Fines and disciplinary sanctions can be imposed on students violating tobacco use regulations.

Vehicle & Property Safety

Observance of the traffic and parking regulations will enhance the safety of your vehicle and deter damages, theft, and vandalism. You should also practice good sense when parking your vehicle on campus. Removing from sight valuable items, such as textbooks, CD's, coats/ jackets, stereo-audio equipment, etc. will reduce the likelihood of the theft of such items. There have been incidents of thefts from vehicles on campus. Following the practices mentioned above or those you would follow when leaving your car in public places (malls, movie theatres, etc.) will help reduce the likelihood of theft occurring. Traffic accidents, vandalism, or thefts which occur on campus should be reported to Security in the Student Center. Security can also be reached by dialing "1777" from any campus telephone. If calling from an off-campus public or cell phone, dial 856/691-8600 and dial "1777" when message starts. An incident report will be completed and the local police contacted. Their report may be necessary for any claim you wish to file with your auto insurance. It is important for accidents, vandalism, and/or thefts to be reported so the college can monitor and respond to such incidents.

Vehicle Registration

Vehicles which are used by students on campus must be registered with the college. All vehicles which students operate on campus are required to be registered and display a valid student parking permit. Vehicle registration forms may be obtained from and submitted to the Information Desk in the Student Center. Students completing the vehicle registration form will be issued a student parking permit. This permit should be placed on the driver's side rear window. Vehicles which do not display a college parking permit may be ticketed. Vehicles operated and/or parked on campus are subject to regulations by the State of New Jersey, the County of Cumberland, the City of Vineland and Cumberland County College. The college assumes no liability for vehicles or personal property in vehicles parked on campus. A vehicle can be towed at the owner's expense, without notice, if in the judgment of Security or college personnel, the vehicle is in violation of campus policy.