



# **Jeanne Clery Act**

**(Student Right-To-Know  
& Campus Security Act)**

**Public Safety**

**[salemstate.edu/clery](http://salemstate.edu/clery)**

Salem State College is concerned with the safety of its students, staff, faculty, guests and visitors. We are concerned and accept the responsibility to employ security measures and law enforcement practices to help provide the Salem State College community with a safe, secure environment in which to live and pursue academic goals.

Salem State College is a community of 10,000 people situated in the City of Salem, Massachusetts. We share many of the same interests and problems, including concerns about crime. Crime is a problem that affects all corners of society.

During the calendar year 2001, several changes were finalized by the Department of Education in relation to the Student Right-to-Know and Campus Security Act. Now termed the Jeanne Clery Act, several categories of reportable crimes have been added, including arson and manslaughter. Also newly required are referrals for Liquor law violations, Drug law violations and Illegal weapons possession *to campus officials responsible for imposing disciplinary sanctions*, such as housing officials, deans and judicial affairs officers. Specific crimes that occur on *public roadways, sidewalks and parking facilities that are contiguous to the campus must also be reported.*

Additionally, the federal Campus Sex Crimes Prevention Act, enacted on October 28, 2000, went into effect October 28, 2002. The law requires institutions of higher education to issue a statement advising the campus community where information provided by the state concerning registered sex offenders may be obtained. Please contact the Sexual Offender Registry Board at 978.740.6400 or at [state.ma.us/sorb](http://state.ma.us/sorb). It also requires sex offenders already required to register in a state to provide notice, as required under state law, to each institution of higher education in that state at which the person is employed, carries on a vocation, or is a student.

In 2003 President George W. Bush signed into law “Suzanne’s Law,” requiring police to notify the National Crime Information Center (NCIC) when someone between the ages of 18 and 21 is reported missing, as part of the national “Amber Alert” bill [thomas.loc.gov/cgi-bin/bdquery/z?d108:s.00151](http://thomas.loc.gov/cgi-bin/bdquery/z?d108:s.00151): The federal law is named after Suzanne Lyall, a State University of New York at Albany student who has been missing since 1998.

While Salem State College has not experienced a high rate of crime, violent or otherwise, we have had such incidents. To assist in the prevention of such incidents, Salem State has a professionally trained campus police department, a qualified residence life staff and students and staffs who are responsible for measures to assist in the protection of them and their possessions. The Department welcomes your participation and encourages you to become involved in the function of a secure campus.

William G. Anglin  
Director of Public Safety  
October 1, 2009

# Jeanne Clery Act

(Student Right-To-Know & Campus Security Act)

## Crime Statistics

In 1990, the President of the United States signed into law the Student Right-To-Know and Campus Security Act. This legislation was conceptualized because of a similar state of Pennsylvania enactment providing for the reporting of crime statistics and crime rates.

Salem State College, like all other post-secondary educational institutions that receive federal student aid, is required to provide these statistics and specific security policies to students, staff and prospective students and staff upon request.

The reported crimes that Salem State College is mandated to report are:

- |                            |                             |                        |
|----------------------------|-----------------------------|------------------------|
| 1) Murder                  | 3) Forcible sex offense     | 7) Burglary            |
| Non-negligent manslaughter | 4) Non-forcible sex offense | 8) Motor vehicle theft |
| Negligent manslaughter     | 5) Robbery                  | 9) Arson               |
| 2) Forcible rape           | 6) Aggravated assault       |                        |

Salem State College is also required to report the number of arrests for the following crimes that have occurred on campus:

- |                          |                          |                      |
|--------------------------|--------------------------|----------------------|
| 1) Liquor law violations | 2) Drug abuse violations | 3) Weapon possession |
|--------------------------|--------------------------|----------------------|

## Security Policies and Procedures

In 2008, Salem State enrolled 10,728 undergraduates, graduate and continuing education students. Approximately 1462 undergraduates reside in four residence complexes; there is no graduate student housing. The college employs 1,392 persons.

Students, faculty and employees at Salem State College have access to academic, recreational and administrative facilities on campus. Access to residence halls, however, is limited to students and their guests according to college regulations (see the Salem State College student handbook – The Compass). Access to the residence complexes by college housing/maintenance staff is necessary and is strictly monitored by the Office of Residence Life. The public may attend the many functions available at Salem State College, but are limited to those areas where the functions occur.

Salem State College has an Emergency Notification System that will be used during emergencies. This system will notify all employees, faculty and staff as well as students. It is by phone and by text message. Also, the entire student body will be notified through email by the college twice a year to test the emergency notification system.

During the school year, in the fall and spring, the college conducts emergency evacuation drills run by the Department of Public Safety. Every building is evacuated and all people inside are instructed to proceed to the designated evacuation areas. The Residence Halls have fire drills conducted twice a year, each building is evacuated with the Salem Fire Department standing by. All residents are instructed on how to get out of the building and where to go for the designated evacuation areas.

Fire Safety – The police department at Salem State College currently has a Memorandum of Understanding with the local police department. Also, the college police are connected by radio with all other public safety officials: fire, ambulance, local and state police.

The police department receives additional training in active shooter scenarios on a yearly basis.

**Jeanne Clery Disclosure of Campus Security Policy  
and Campus Crimes Statistics Act  
Salem State College  
Department of Public Safety  
October 1, 2009**

<b>OFFENSE TYPE</b>	<b>LOCATION</b>	<b>2006</b>	<b>2007</b>	<b>2008</b>
<b>CRIMINAL</b>				
<b>HOMICIDE:</b>	On campus	0	0	0
<b>Murder and Non-negligent manslaughter</b>	In residence halls	0	0	0
	In a non-campus building	0	0	0
	On public property	0	0	0
<b>Negligent manslaughter</b>	On campus	0	0	0
	In residence halls	0	0	0
	In a non-campus building	0	0	0
	On public property	0	0	0
<b>SEX OFFENSES:</b>	On campus	5	2	2
<b>Forcible</b>	In residence halls	4	2	2
	In a non-campus building	0	0	0
	On public property	0	0	0
<b>Non-Forcible</b>	On campus	0	0	0
	In residence halls	0	0	0
	In a non-campus building	0	0	0
	On public property	0	0	0
<b>ROBBERY</b>	On campus	0	0	0
	In residence halls	0	0	0
	In a non-campus building	0	0	0
	On public property	0	0	0
<b>AGGRAVATED ASSAULT</b>	On campus	4	2	0
	In residence halls	2	1	0
	In a non-campus building	0	0	0
	On public property	0	0	0
<b>BURGLARY</b>	On campus	66	31	40
	In residence halls	27	14	20
	In a non-campus building	0	0	0
	On public property	0	0	0

OFFENSE TYPE	LOCATION	2006	2007	2008
<b>ARSON</b>	On campus	0	0	0
	In residence halls	0	0	0
	In a non-campus building	0	0	0
	On public property	0	0	0
<b>MOTOR VEHICLE THEFT</b>	On campus	1	1	1
	In residence halls	0	0	0
	In a non-campus building	0	0	0
	On public property	0	0	0
<b>ARREST FOR: Liquor law violations</b>	On campus	60	70	53
	In residence halls	34	60	24
	In a non-campus building	0	0	0
	On public property	0	0	2
<b>Drug-related violations</b>	On campus	3	3	14
	In residence Halls	2	1	6
	In a non-campus building	0	0	0
	On public property	0	0	0
<b>Weapons possession</b>	On campus	4	1	1
	In residence halls	4	1	1
	In a non-campus building	0	0	0
	On public property	0	0	0
<b>DISCIPLINARY REFERRALS: Liquor law violations</b>	On campus	0*	0	0
	In residence halls	0	0	0
	In a non-campus building	0	0	0
	On public property	0	0	0
<b>Drug-related violations</b>	On campus	0	0	0
	In residence halls	0	0	0
	In a non-campus building	0	0	0
	On public property	0	0	0
<b>Weapons possession</b>	On campus	0	0	0
	In residence halls	0	0	0
	In a non-campus building	0	0	0
	On public property	0	0	0

\* Salem State Police Department does not refer cases for disciplinary action to school officials.

# Hate Crimes

2006

Offense Type	Race			Gender			Religion			Sexual Orientation			Ethnicity			Disability					
	OC	RF	NC	PP	OC	RF	NC	PP	OC	RF	NC	PP	OC	RF	NC	PP	OC	RF	NC	PP	
	Criminal Homicide:	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Murder & Non-negligent manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Negligent manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sex Offenses:	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Forcible sex offenses	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Nonforcible sex offenses	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated assault	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Motor vehicle theft	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Other crimes involving bodily injury	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

2007

Offense Type	Race			Gender			Religion			Sexual Orientation			Ethnicity			Disability					
	OC	RF	NC	PP	OC	RF	NC	PP	OC	RF	NC	PP	OC	RF	NC	PP	OC	RF	NC	PP	
	Criminal Homicide:	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Murder & Non-negligent manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Negligent manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sex Offenses:	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Forcible sex offenses	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Nonforcible sex offenses	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated assault	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Motor vehicle theft	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Other crimes involving bodily injury	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

2008

Offense Type	Race			Gender			Religion			Sexual Orientation			Ethnicity			Disability					
	OC	RF	NC	PP	OC	RF	NC	PP	OC	RF	NC	PP	OC	RF	NC	PP	OC	RF	NC	PP	
	Criminal Homicide:	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Murder & Non-negligent manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Negligent manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sex Offenses:	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Forcible sex offenses	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Nonforcible sex offenses	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated assault	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Motor vehicle theft	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Other crimes involving bodily injury	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

Key: OC - On Campus RF - Residential Facilities NC - Non-Campus Properties PP - Public Property

# **Department of Public Safety**

## **Patrol Division**

The Salem State College Department of Public Safety consists of 28 commissioned officers and three security officers. These men and women are graduates of the police academy and are certified by the Commonwealth of Massachusetts. Beyond basic training, all officers periodically undergo in-service training to maintain and upgrade skills. All have been trained in emergency medical procedures, first aid and cardiopulmonary resuscitation (CPR). Officers conduct foot, bicycle and vehicular patrols of the campus 24 hours a day. The Department is charged with enforcing all college rules and regulations as well as local, state and federal laws, bylaws, statutes, and ordinances.

Campus Police also work closely with local and state police on matters of mutual concern and maintain an active relationship which includes sharing known and suspected criminal activity. Suspicious or criminal activity and other emergencies may be reported directly by any student, faculty member, employee, guest, or visitor of the college by dialing (on-campus) 6111 or (off-campus) 978.542.6111, by walking into the station, located on Central Campus, or by activating one of the emergency telephones situated on any one of the five campuses. Upon receiving the call, a patrol will respond and, if necessary, make an arrest.

## **Criminal Investigations Division**

The Criminal Investigations Division of the Department of Public Safety includes crime prevention, protective services and investigations. Included in these services are programs on many varied and pertinent topics. Some planned programs are crime prevention and suppression seminars and bulletins through films, crime alerts (for specific crimes listed in this guide), posters, brochures, and student newspapers.

The Criminal Investigations Division is also responsible for investigation and protective services for guests and visitors to the community.

The Sensitive Crimes Unit hosts seminars throughout the year for staff, faculty and students. These focus on myths and facts about sexual assault, domestic violence and other sensitive crimes and explore the phenomena of date/acquaintance rape. These seminars also provide informational workshops on domestic abuse and violence. This consists of working with students and staff to educate, advise and inform them of their rights and responsibilities. At present the department does not include anonymous reported crimes in the annual report.

## **Parking and Traffic Division**

This division is responsible for the dissemination and enforcement of rules and regulations pertaining to parking and traffic on campus. This division is able to offer guidance on operating a motor vehicle on campus and in the Commonwealth of Massachusetts.

The departments of Public Safety and Physical Plant maintain a close working relationship and communicate as a matter of routine in areas of mutual concern to assist in the prevention of criminal activity. For example, as part of patrols, officers are trained to recognize safety hazards, exterior lighting, or overgrowth of shrubbery that could be used as cover for a potential assailant.

The Department of Public Safety continues to install strategically placed emergency telephones throughout the campus. These are connected directly to the Communications Center. At present there are one hundred and thirteen (113) telephones installed. Please familiarize yourself with the locations of the emergency telephones. The department also continues to place closed circuit television cameras on campus to monitor parking areas, building entrances, walkways, and other areas of concern.

## **Program Development**

The Department of Public Safety promotes the awareness and prevention of sexual assault through programmatic development, which includes seminars by members of the Criminal Investigations Division. Recent preventative seminars have included staffing informational tables during National Sexual Awareness Week with personnel trained as sexual assault investigators available to respond to questions from members of the Salem State community. Other educational programs include sending crime prevention notices to the community through the Salem State *Log* and special notices from the Criminal Investigations Division. The college radio station, WMWM, has offered the use of radio time to air public safety/service announcements to assist the Department in the prevention of crime and criminal activity. Commencing in 1994, the Department began offering a self-defense system designed to assist victims (or potential victims) in realizing their potential in a confrontational situation. Please contact Lt. Stephen Turcotte at 978.542.6029 if you are interested in attending a class.

In the event a sex offense occurs, the following has been recommended by the Department of Public Safety:

- (i) Go to a safe location and call campus police at 978.542.6111, a friend, or the local rape crisis center for information, support or transportation if necessary.
- (ii) Seek medical attention immediately for injuries and testing for a possible sexually transmitted disease. If you intend to report the incident to police, do not shower, douche or change your clothing before going to the hospital in order to preserve evidence.

## Sexual Assault Programs and Policies

As a result of amendments and modifications concerning the Student Right to Know & Campus Security Act, additional information related to sex offenses and related policies are now included in the statistics as provided by Salem State College. The terminology is gleaned from the Uniform Crime Reports, National Incident-Based Reporting System and is reportable as follows: **Forcible Sex Offenses & Sex Offenses, Non-forcible.**

Salem State College will not tolerate sexual assault in any form, including acquaintance rape. Where there is probable cause to believe that the college's regulations prohibiting sexual assault have been violated, the college will encourage the victim to pursue disciplinary action through the student judicial system. Disciplinary sanctions for sexual assault violations may include suspension, dismissal or expulsion from the college. A student charged with sexual assault can be prosecuted under Massachusetts criminal statutes and disciplined under the college's student judicial system. In those instances in which criminal justice authorities choose not to prosecute a student for involvement in an alleged sexual assault, the victim retains the option to pursue disciplinary action within the student judicial system.

Reports must be submitted within six (6) months of the incident. The Director may waive the time limit at his/her discretion and in any situation including, but not limited to, incidents of sexual assault or harassment and instances in which criminal charges may be pursued. The decision of the Director about whether to waive the time limits shall be final. In cases of alleged sexual assault, both the person bringing the charges and the student accused shall be asked by the Judicial Board Procedural Advisor to state a preference for either a hearing panel of students or a hearing panel of administrators, composed of both genders, to adjudicate the case. When both parties agree on the type of hearing panel, the requested panel will be scheduled from among the eligible students or administrators. If one party requests a student panel, while the other party requests an administrative panel, then a board of a minimum of three students and two administrators will be scheduled from among the eligible students and administrators. Training shall be provided to all members of such panels. Specific policies exist and are available to all parties concerned.

1. The accused and the accuser will be informed of the outcome of any campus disciplinary proceeding brought forward alleging a sexual assault. Both are entitled to have others present during a disciplinary proceeding.
2. Victims of sexual assault shall have the opportunity to notify proper law enforcement authorities and shall have the option to be assisted by campus personnel in notifying these authorities, if the student chooses to do so.
3. Victims are reminded that on-campus and off-campus counseling services exist for the emotional well-being of Salem State College students.
4. The Department of Public Safety and Counseling Services maintain addresses and telephone numbers of these centers.

5. Students may request to change academic and residential (on-campus) situations after an alleged sexual assault incident and may request assistance to do so if changes are reasonably available.
6. Salem State Public Safety has 15 Certified Sexual Assault Investigators.

## **Security Within the Residence Halls**

Salem State College has four residential living areas which include Peabody Hall, Bowditch Hall, the Bates Complex and the Central Campus Residence Hall. Both Peabody and Bowditch halls are traditional corridor-style coed facilities that house first year students. The Bates Complex and the Central Campus Residence Hall are apartment style living communities for upper-classmen students. Peabody, Bowditch and Central each have a main desk staffed 24 hours per day by desk receptionists. The receptionists are students employed by the college. Each of these buildings have a student desk supervisor who assists with training, sets up work schedules and ensures that the desks are staffed on a 24-hour basis. Each Resident Hall has panic alarms at the main desk connected to Public Safety.

The purpose of the desk receptionist is to ensure that all people entering the residence halls are residents of the building. If the person is not a resident, s/he must be escorted into and out of the building. All nonresidents (guests) must sign-in by: leaving a picture ID, receiving a guest pass, and documenting which resident they are visiting. In addition, the resident serving as the escort must sign the guest into the building. Before the guest leaves, the resident student must sign the guest out as well. The sign in policy allows the staff to know exactly who is in the building at any given time and provides the ability to track how many nights a nonresident has stayed.

Prior to the desk receptionists working their first shift they are provided with training. The information covered includes: basic receptionist tasks, customer service, policies and procedures, the sign-in policy, how to confront behavior in an appropriate manner, how to contact staff or Public Safety if problems occur and how to use the building intercom system.

The only entrance and exit in Bowditch, Peabody and Central is through the main door which is monitored. The other exits in each building are locked and alarmed. The entryway doors at the Bates Complex are locked 24 hours per day. Entrance to this facility is by intercom at each door and residents are expected to escort their guests.

Besides the desk receptionists, the Department of Residence Life professional, graduate and student staffs play an integral role in safety and security. All residential areas have full-time, live-in professional Resident Directors. Additionally, each area has several student para-professional staff members living on the floors/entranceways. These staff members meet every week to discuss policy, upcoming events, programming, discipline incidents and safety and security issues.

At the beginning of the year, meetings are held for all resident students to educate them about expectations and responsibilities regarding living on campus. There is a

building meeting with all students and then floor meetings to discuss the policies and answer questions. In addition, the Resident Assistants (RAs) have periodic floor meetings to keep students up-to-date and to discuss issues. Each building has a RA on duty each night. While on duty, the RA's are responsible for doing building rounds, checking doors and fire equipment, and confronting any policy violations. A professional staff member is also on call every night for the campus and utilizes a cell phone.

Each RA is responsible for providing programs during the year to the residents. Some of the programs deal with issues of safety and security, violence and awareness. These include topics such as safety and security, date rape, lock-your-door campaigns, informational pamphlets, and theft.

RA's receive training on how to confront and diffuse situations. They document incidents that violate the rights of students, the community or the college. The professional staff will meet with any student who is accused of violating college policy; that person may be removed or banned if s/he poses a threat to the community.

The policies and staff are provided to ensure that a student's basic rights to sleep and study in an atmosphere conducive to this are upheld. Each community member is expected to take responsibility for his/her actions and contrite to the development of a living-learning environment.

## **The Student's Responsibility**

The cooperation and involvement of student, staff, faculty, guests and visitors concerning public and personal safety are absolutely necessary. For example, students must assume responsibility for personal safety and their belongings by using common sense approaches to safety. While the community is well lighted, students may feel more comfortable being escorted to or from the library or residence halls at night.

Residence hall doors, both personal and exterior doors, should always be kept secure to protect the theft of college and personal property.

Bicycles must be secured and stored in appropriate areas. Students with cars are asked to park them in appropriate areas and must keep them locked with any valuables secured in the trunk.

Students should report any suspicious individuals whom they feel do not belong in their residence halls or any unusual incidents in and around the residence halls to the campus police.

## **Further Information**

The staffs of the Department of Public Safety and other areas work very hard to provide an atmosphere conducive to learning. This goal cannot be met without support and constructive guidance from the community we serve. Therefore, if you wish to offer suggestions to assist us in our endeavor, please call the Department of Public Safety at 978.542.6542. Thank you.

