Manchester Community College
Campus Safety 2014 Annual Security Report

Section 1: Campus Safety information

Campus Safety Department: The Campus Safety Department operates 7:00am to 11:00pm Monday thru Friday and employs one (1) Full time officer and three (3) part time officers. Officers’ conduct interior and exterior foot patrols and are charged with the enforcement of federal, state and local laws as well as Manchester Community College policies and regulations. Although campus safety officers do not have arrest powers, the campus safety department maintains a working relationship with the Manchester Police Department and the New Hampshire State Police. Manchester Police Department provides us with crime statistics for the areas that border the Manchester Community College; however the campus safety department does not have a formal memorandum of understanding in place with either the Manchester Police Department or the New Hampshire State Police.

Campus Security Authorities: Campus Security Authorities are all individuals who have responsibility for campus security but who do not constitute a public safety department such as: a private security company; any individual or organization specified in an institution’s statement of campus security policy as an individual or organization to which students and employees should report criminal offenses; an official of an institution who has significant responsibility for student and campus activities; or any employee who manages or otherwise oversees student and campus activities. For example, staff responsible for campus student and family housing, a student center, or student extra-curricular activities; a director of athletics, coaches and trainers, faculty advisors to student groups, staff responsible for student discipline and campus judicial staff.

The Following have been identified as campus security authorities:

- Campus Safety: 603-206-8222
- VP Academic Affairs: 603-206-8011
- VP Student Services: 603-206-8005
- Facilities Department: 603-206-8090
- Student Life: 603-206-8175
- President’s Office: 603-206-8002
Section 2: Description of Informational/Safety Programs

Timely Warnings

In the event that a situation arises, either on or off campus, that, in the judgment of the College administration and/or campus security, constitutes an ongoing or continuing threat, a campus wide “timely warning” will be issued. Timely Warnings will notify members of the College community of potential threats against which they can take preventive measures. The warning will be issued through the college e-mail system to students, faculty and staff.

Depending on the particular circumstances of the crime, especially in all situations that could pose an immediate threat to the community and individuals, College administration/Campus Safety may also post a notice on the campus-wide electronic bulletin board providing the college community with more immediate notification. In such instances, a copy of the notice is posted in each residence hall. Anyone with information warranting a timely warning should report the circumstances to the Manchester Community College Campus Safety Department at 603-703-8487.

Emergency Notification

Emergency notification is issued immediately upon confirmation that a dangerous situation or emergency exists. Alert System- Email, text messages and voice mail messages, where appropriate, are automatically generated. In addition, Emergency Notification information will be posted to the College's website. The Emergency Management Group or select members of management are responsible for determining the deployment of the Alert system for use in disseminating emergency notification/information. The College President or designee will issue all Emergency Alerts.

Preparation of Disclosure of Crime Statistics

Campus Safety/Student Affairs prepares this report to comply with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act. The full text of this report can be located on our web site at www.mccnh.edu. This report is prepared in cooperation with the local law enforcement agencies surrounding our main campus and alternate sites, Campus Safety, the Judicial Affairs Officer, the Risk Management Department, and the Office of Student Affairs. Each entity provides updated information on their educational efforts and programs to comply with the Act.

Campus crime, arrest and referral statistics include those reported to designated campus officials (including but not limited to vice presidents, presidents, department heads, designated staff, judicial affairs, advisors to students/student organizations, athletic coaches), and local law enforcement agencies. These statistics may also include crimes that have occurred in private residences or businesses and is not required by law.

College Counseling Services staff inform their clients of the procedures to report crime to the Campus Safety on a voluntary or confidential basis, should they feel it is in the best interest of
the client. A procedure is in place to anonymously capture crime statistics disclosed confidentially during such a session. Each year, an e-mail notification is made to all enrolled students that provide the web site to access this report.

Faculty and staff receive similar notification. Copies of the report may also be obtained at the Manchester Community College. All prospective employees may obtain a copy from Human Resources, and the web site address will be attached to CCSNH employment applications.

**How to Report Criminal Offenses**

To report a crime:
Campus Safety at 603-703-8487 (non-emergencies), dial 9-1-1- (emergencies only), or by using the Code Blue telephones located in the Parking Lots or on some buildings. Any suspicious activity or person seen in the parking lots or loitering around vehicles or inside buildings should be reported to the campus safety or the local police.

In addition you may report a crime to the following areas:
1. Vice-President for Student Affairs 603-206-8005
2. Human Resources 603-206-8000

Campus safety personnel attend periodic meetings with local law enforcement agencies to exchange ideas and problems which may be of concern for the College community.

**Voluntary Confidential Reporting**

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

**Limited Voluntary Confidential Reporting**

The College encourages anyone who is the victim or witness to any crime to promptly report the incident to the police. Because police reports are public records under state law, the Manchester Police Department(s) cannot hold reports of crime in confidence.
Facility Security and Access

During business hours, the College (excluding certain housing facilities) will be open to students, parents, employees, contractors, guests, and invitees. During non-business hours access to all College facilities is by key, if issued, or by admittance via the Department of Campus Safety. In the case of periods of extended closing, the College will admit only those with prior written approval to all facilities.

Residence halls are secured 24 hours a day. Over extended breaks, the doors of all halls will be secured around the clock, and will be equipped with a lock separate from the regular key issued to resident students. Some facilities may have individual hours, which may vary at different times of the year. Examples are the Library, Food Service and Student Center. In these cases, the facilities will be secured according to schedules developed by the department responsible for the facility.

Emergencies may necessitate changes or alterations to any posted schedules. All facilities have security surveys conducted of them. Administrators from Student Affairs, Capital Planning & Development, Campus Safety, Risk Management and other concerned areas review these results and recommend or implement improvements. These surveys examine security issues such as landscaping, locks, alarms, lighting, and communications. Additionally, during the academic year, the College Safety Committee meets monthly to discuss issues of pressing concern.

Campus Law Enforcement Authority

Manchester Community College Safety and Security offices have the authority to ask persons for identification and to determine whether individuals have lawful business at the College. Manchester Community College Security officers have the authority to issue parking tickets, which are billed to financial accounts of students, faculty, and staff. Safety and Security officers do not possess arrest power. Criminal incidents are referred to the local police who have jurisdiction on the campus.

The Safety and Security Office at Manchester Community College maintains a highly professional working relationship with the NH State and local Police Departments. All crime victims and witnesses are strongly encouraged to immediately report the crime to campus Safety and Security Office and the appropriate police agency. Prompt reporting will assure timely warning notices on-campus and timely disclosure of crime statistics.

The College recognizes that laws and rules are necessary for society to function and supports the enforcement of law by governmental agencies and rules by officials of the College. All persons on the campus are subject to these laws and rules at all times. The College is public property, and law enforcement officers may enter the campus to conduct business as needed. Additionally, the officers are invited to patrol the campus to assist the College in deterring crime.
Other campus safety officers have no arrest authority beyond that of an ordinary citizen. These safety officers may make an arrest in the event a felony is committed in his or her presence. However, as a matter of course, serious crimes are the responsibility of the local police. Safety officers are expected to render all possible assistance provided such assistance can be given without significantly endangering the officer or others not involved in the crime.

As noted in the introduction and the emergency policies, Manchester Community College Security is notified of all serious crime on campus, and is immediately notified of major crimes via the telephone or two-way radio. The College relies on the telephone to contact emergency dispatch center for fire and emergency medical needs. All victims are offered an opportunity to report crimes to Manchester Community College Security where appropriate under the MOU.

Annually, the Campus Security office is provided with a summary of all crime occurring on campus. Periodic meetings or telephone conversations allow for exchanges of routine information on a timely basis. Additionally, special needs are communicated between agencies as they occur. Crimes committed at off campus facilities under the control of Manchester Community College will be disclosed in these statistics if they come to the attention of Campus Safety.

Confidential Crime Reporting

As a result of the negotiated rulemaking process which followed the signing into law, the 1998 amendments to 20 U.S.C. Section 1092 (f), clarification was given to those considered to be campus security authorities. Campus “Pastoral Counselors” and Campus “Professional Counselors”, when acting as such, are not considered to be a campus security authority and are not required to report crimes for inclusion into the annual disclosure of crime statistics. As a matter of policy, they are encouraged; if and when they deem it appropriate, to inform persons being counseled of the procedures to report crimes on a voluntary basis for inclusion into the annual crime statistics.

Security Awareness Programs for Students and Employees

During orientation in August, students are informed of services offered by the College. Video and slide presentations outline ways to maintain personal safety and situational awareness. Students are told about crime on-campus and in surrounding neighborhoods. Similar information is presented to new employees. Crime Prevention Programs and Sexual Assault Prevention Programs are offered on a continual basis both in-person and online.

A common theme of all awareness and crime prevention programs is to encourage students and employees to be aware of their responsibility for their own security and the security of others. In addition to seminars, information is disseminated to students and employees through handouts, posters, displays, videos, and articles in the CCSNH Risk Management and Compliance newsletter.
When time is of the essence, information is released to the College community through security alerts posted through computer memos sent over the college’s electronic mail system and text messages.

**Crime Prevention Programs for Students and Employees**

The Campus Safety Staff at Manchester Community College is committed to the safety and wellbeing of all members of the campus community. Of course, a truly safe campus can only be accomplished through the cooperation of the entire college community, which includes students, faculty, staff and visitors.

The Campus Safety Department operates Monday-Friday from 7:30 am - 11 pm. Officers conduct vehicle and foot patrols on campus. Campus Safety officers do not make arrests, however, Campus Safety does work closely with local law enforcement. Daily activity logs are maintained and available to the public within two days of an event.

Manchester Community College strongly encourages the reporting of crimes, accidents, incidents and emergencies. To contact Campus Safety, dial 8220 from any campus phone. Also, direct access can be made by using the call boxes located inside every elevator or accessing the "Code Blue" phones located on campus.

Members of the college community must assume responsibility for their own personal safety and the security of their personal belongings by taking simple, common sense precautions. For example, although the campus is well lit, any student may feel more comfortable calling Campus Safety for an escort to their vehicle. Also, consider using the "buddy system" to walk to the parking lot. Vehicles should always be locked and valuables stored out of sight. Any suspicious individuals or activity should be reported immediately.

The College encourages reporting directly to local authorities in situations where the need is obvious, such as a theft you see taking place or a situation requiring immediate medical attention, etc. Notification of College personnel should take place after the emergency authorities are en route.

Further information on safety and security is provided to students and employees through posters, brochures and meetings. These are some of the programs that will be provided throughout the year: defensive driving, CPR AED, alcohol and drug awareness, and other educational programming.

**Crime Prevention Resources and Services**

Manchester Community College provides direct service programs to the members of the College community. These programs are dedicated to the prevention of crime on campus; they vary in scope and content, with the emphasis on community involvement. Specific programs dealing with campus safety and security services include the following:

- Security audits of buildings
• Escort service
• Campus lighting checks and surveys
• Professional counseling services
• Alcohol assistance programs
• Sexual Harassment and Rape Prevention Program – Coordinated through the local Crisis Center

Alcoholic Beverages and Controlled Substances

The possession, sale or the furnishing of alcohol on the College campus is governed by CCSNH Alcohol Policy and New Hampshire state law. The possession, sale, manufacture or distribution of any controlled substance is illegal under both state and federal laws. Such laws are strictly enforced by Campus Safety. Violators are subject to College disciplinary action, criminal prosecution and fines. It is unlawful to sell, furnish or provide alcohol to a person under the age of 21. The possession of alcohol by anyone under 21 years of age in a public place or a place open to the public is illegal. It is also a violation of the CCSNH Alcohol Policy for anyone to consume or possess alcohol in any public or private area of campus not specifically allowed by CCSNH policy. Organizations or groups violating alcohol/substance policies or laws may be subject to sanctions by the College. In addition, CCSNH and its colleges have an interest in off-premise events held in their names. If alcohol is used illegally or inappropriately at such events, CCSNH or the college may take steps to protect its interests including, but not limited to, instituting disciplinary action against an employee or student.

Substance Abuse Education

PREVENTION PROGRAMS

The College has developed a program to prevent the illicit use of drugs and the abuse of alcohol by students and employees. Manchester Community College is committed to providing an environment that encourages individual responsibility for one’s own health and that promotes healthy, low-risk choices for students, faculty, staff, and the community-at-large. As such, we offer all on-campus activities as substance free and smoking is allowed in designated areas only. Free smoking cessation assistance is available through the campus safety office for students, faculty, and staff.

Manchester Community College is a participating member of the New Hampshire Higher Education Alcohol and Other Drug (NHHEAOD) Committee, subscribing to social norms theory.
Disclosures to Alleged Victims of Crimes of Violence or Non-forcible Sex Offenses

In cases involving allegations of domestic violence, dating violence, sexual assault, or stalking, both the reporting student and responding student will receive simultaneous written notice of the outcome of the CCSNH resolution process.

Campus Crime
A list of definitions is included below and provides basic information about each crime category.

Definitions
Arson—To unlawfully and intentionally damage, or attempt to damage any real or personal property by fire or incendiary device.

Aggravated Assault (Assault 1st & 2nd)—The unlawful attack by one person upon another wherein the offender uses a weapon or displays it in a threatening manner, or the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration, or loss of consciousness.

Simple Assault—An unlawful physical attack by one person upon another where neither the offender displays a weapon, nor the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration, or loss of consciousness.

Burglary—The unlawful entry into a building or other structure with the intent to commit a felony or a theft.

Criminal Mischief—To willfully or maliciously destroy, damage, deface, or otherwise injure real or personal property without the consent of the owner or the person having custody or control over it.

Assault, Sexual—Any sexual act directed against another person, forcible and/or against that person’s will; or, where the victim is incapable of giving consent.

Dating/Domestic Violence—“Abuse” means the commission or attempted commission of Assault, Criminal Threatening, Sexual Assault, Interference with Custody, Destruction of Property, Unauthorized Entry and/or Harassment by a family or household member or current or former sexual or intimate partner and where such conduct constitutes a credible threat to the victim’s safety.

Murder and Nonnegligent Manslaughter—The willful (nonnegligent) killing of one human being by another.

Robbery—The taking, or attempting to take, anything of value under confrontational circumstances from the control, custody, or care of another person by force or threat of force or violence and/or by putting the victim in fear of immediate harm.
Weapon Law Violations—The violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, concealment, or use of firearms, cutting instruments, explosives, incendiary devices, or other deadly weapons.

Disorderly Conduct—Any behavior that tends to disturb the public peace or decorum, scandalize the community, or shock the public sense of morality.

Liquor Law Violations—The violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, or use of alcoholic beverages.

Trespass of Real Property—To unlawfully enter land, a dwelling, or other real property.

Drug/Narcotic Violations—The unlawful cultivation, manufacture, distribution, sale, purchase, use, possession, transportation, or importation of any controlled drug or narcotic substance.

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

Motor Vehicle Theft—The theft of a motor vehicle.

Campus Sex Crime Prevention Act and Duty to Report

Under the federal Campus Sex Crimes Prevention Act, sex offenders who are otherwise required to register in a state must notify the state of each institution of higher education at which the offender is employed, enrolled as a student, or carries on a vocation. If a registered sex offender is employed, enrolled, or carries on a vocation at the College, the State of New Hampshire must promptly notify the College and local Police Departments. Members of the College community who wish to obtain information regarding registered sex offenders should come in person to either the Campus Safety office or review the online registry.

The Megan’s Law information can be found at the following site: <http://www4.egov.nh.gov/nsor/>. This is the Registered Offenders Against Children New Hampshire Web site.

Campus Procedures for Responding to Sexual Assault

Sexual assault is a violation of the Manchester Community College Code of Conduct, as well as a violation of state law. Students are encouraged to report all cases of sexual assault to the Campus Safety. Reporting a violation does not require criminal prosecution. In situations where the accused person is a student, the case may be adjudicated through the student judicial process. The judicial process provides due process protections for both the complainant and the accused student. The complainant has the right to the following:

1. The right to a formal hearing to determine responsibility and appropriate sanctions;

2. The right to assistance at the hearing from an advisor;
3. The right to alternative living arrangements or academic scheduling if the accused student lives or attends classes in close proximity; and

4. The right to be notified of the outcome of the hearing and the sanction imposed.

When an incident is reported to any CCSNH employee on campus, the person to whom the report is made shall communicate the report to campus security and/or the College President or designee who will then inform the student of her or his option to notify local law enforcement authorities. The student shall also be informed of the importance of preserving evidence required for proof of possible criminal activity, and of the availability of the institutional personnel to assist the student in notifying the authorities of the incident, upon the student’s request. Finally, the student shall also be informed of the existing on- and off-campus counseling, mental health, and other student services.

If the student is willing to report the incident to the campus security, she or he is informed that physical evidence can be collected at the same time as medical care is provided, but that medical evidence for a criminal prosecution cannot be collected without a report being made to the police.

Although the student is not required to notify any law enforcement authority regarding the incident, the person to whom the report is made shall contact campus security to inform them that an incident of domestic violence, dating violence, sexual assault, or stalking may have occurred. Campus security in turn shall notify the CCSNH and College Title IX Compliance Officer, who are responsible for coordinating the campus’ response to the incident. Licensed mental health workers, who learn about sexual assault as part of their professional roles, are required to maintain confidentiality. Hence only anonymous summary statistical information will be reported.

After campus security is contacted, a security officer will be dispatched to take the report. The student may request a male or female officer to take the report, and this request will be accommodated whenever possible.

If the student is unwilling to report the matter to the police or to be transported to the hospital by the police, she or he is then urged to seek assistance immediately from College Health Services for coordination of medical care and assistance, counseling, and other available support alternatives.

The student may request changes in her or his academic or living situation or in that of an alleged assailant, after the student has made a report of an assault, and the campus shall grant any reasonable request for such change.

When a student reports being a victim of domestic violence, dating violence, sexual assault, or stalking by another student, the College will conduct an investigation and determine if College policies were violated. Depending on the circumstances, the College may impose interim protections and remedies (e.g., an interim suspension) according to the Student Code of
Conduct during the College’s investigation of the domestic violence, dating violence, sexual assault, or stalking allegations.

**Procedures for campus disciplinary action in cases of an alleged sex offense**

When student conduct charges are brought against a student by the College, the case shall be resolved according to the CCSNH Student Code of Conduct and Judicial Process.

All incidents reported regarding domestic violence, dating violence, sexual assault, or stalking are forwarded to the VPSA who will identify the appropriate investigator to complete the investigation. The conduct process is suspended until the conclusion of the investigation.

A prompt, fair, impartial investigation and resolution will be provided and the CCSNH incident resolution process must be conducted by officials who receive annual training on the issues related to domestic violence, dating violence, sexual assault, and stalking and how to conduct an investigation and hearing process that protects the safety of victims and promotes accountability.

The responding individual is entitled to due process and will be given notice and a full opportunity to respond to the allegation made against her or him.

Both the reporting student and responding student can have an advisor of choice to assist them throughout the process and *is entitled to information about campus policies and procedures* that will be followed to address the issues.

In cases involving allegations of domestic violence, dating violence, sexual assault, or stalking, both the reporting student and responding student will *receive simultaneous written notice of the outcome* of the CCSNH resolution process.

In cases involving allegations of domestic violence, dating violence, sexual assault, or stalking, both the reporting student and the responding student have the *right to appeal* an administrative decision or formal hearing outcome.

When a student who reports being sexually assaulted and files charges with the local Police Department, the criminal investigation and the campus administrative investigation are coordinated but independently conducted, on a case-by-case basis.
Missing Student Notification Policy and Procedures

If a member of the College community has reason to believe that a student who resides in on-campus housing is missing, he or she should immediately notify Campus Safety. Campus Safety will generate a missing person report and initiate an investigation. In addition to registering a general emergency contact, students residing in on-campus housing have the option to identify confidentially an individual to be contacted by the college in the event the student is determined to be missing for more than 24 hours. If a student has identified such an individual, Manchester Community College will notify that individual no later than 24 hours after the student is determined to be missing. A student who wishes to identify a confidential contact can do so through the Student Affairs. A student’s confidential contact information will be accessible only by authorized college officials and law enforcement in the course of the investigation.

After investigating a missing person report, should Campus Safety determine that the student has been missing for 24 hours, Manchester Community College will notify local law enforcement and the student’s emergency contact no later than 24 hours after the student is determined to be missing. If the missing student is under the age of 18 and is not an emancipated individual, Manchester Community College will notify the student’s parent or legal guardian immediately after Campus Safety has determined that the student has been missing for 24 hours.
## Section 9: Annual Crime statistics

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<tr>
<th>Type of Incident</th>
<th>On Campus</th>
<th>** Residential Facilities</th>
<th>Non Campus</th>
<th>Public Property</th>
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<tr>
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**Crimes reported in the Residential Facilities columns are included in the On Campus category.**

A paper copy of the annual crime statistics report that was sent to the Department of Education and can be obtained at the Manchester Community College Campus Safety office.

* Violations are on campus and subject to college disciplinary action/judicial referral.

** Crimes in which victims are selected because of actual or perceived race, gender, religion, sexual orientation, ethnicity or disability.
Recent amendments to the Campus Security Act require colleges and universities to annually compile and publish crime statistics for their campuses and certain off campus locations. It also requires that "campus security authorities" report crime statistics for inclusion in the college's Annual Security Report. If you are listed below in the distribution list, then you are a "campus security authority" as that term has been defined by the United States Department of Education. "Campus security authorities" are defined by position as "an official of the institution that has significant responsibility for student and campus activity, and any individual or organization specified in the statement of campus security policy as one to which students and employees should report criminal offenses". This includes advisors to student organizations, athletic team coaches, members of campus safety, and offices within Student and Academic Affairs, with the exception of health and counseling services.

Because of the law's complex reporting requirements, the most reasonable and effective way to manage the reporting is as follows. As per our normal process, you should continue to immediately report any crime or violation of the Manchester Community College Code of Conduct to the MCC Campus Safety Department. If you become aware of any crime listed below, or if any person reveals to you that he/she learned of or were the victim of, perpetrator of, or witness to any crime listed below, and this crime has not been reported to anyone else, report the crime using the Campus Safety Incident Report Form and contact the Campus Safety Department immediately.

The following lists of crimes (and their definitions) are those which are required to be reported to the United States Department of Education (crime definitions from the Uniform Crime Reporting Handbook).

**Hate Crimes Involving Bodily Injury**: a hate crime is any crime manifesting evidence that the victim was selected because of the victim's actual or perceived race, religion, sexual orientation, gender, ethnicity/national origin, or disability.

**Murder/Non-Negligent Manslaughter**: the willful (non-negligent) killing of one human being by another. NOTE: Deaths caused by negligence, attempts to kill, assaults to kill, suicides, accidental deaths, and justifiable homicides are excluded.

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

**Robbery**: the taking or attempting to take anything from value of 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.

**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 or probably would result in a serious potential injury if the crime were successfully completed.
**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 a felony; breaking and entering with intent to commit a larceny; housebreaking; safecracking; and all attempts to commit any of the aforementioned.

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

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

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

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

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

Sex Offenses Definitions from the National Incident-Based Reporting System Edition of the Uniform Crime Reporting Program

**Sex Offenses -Forcible**: Any sexual act directed against another person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent.

**Forcible Rape**: The carnal knowledge of a person, forcibly and/or against the person's will; or not forcibly or against the person's will where the victim is incapable of giving consent because of his/her temporary or permanent mental or physical incapacity (or because of his/her youth).
Forcible Sodomy: Oral or anal sexual intercourse with another person, forcibly and/or against that person's will; or not forcibly against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.

Sexual Assault With An Object: The use of an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.

Forcible Fondling: The touching of the private body parts of another person for the purpose of sexual gratification, forcibly and/or against that person's will; or, not forcibly or against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental incapacity.

Sex Offenses-Non-forcible: Unlawful, non-forcible sexual intercourse.

Incest: Non-forcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.

Statutory Rape: Non-forcible sexual intercourse with a person who is under the statutory age of consent. Age of consent in NH -(under the age of 16, unless that person is the other person's legal spouse -NH RSA 632-A:3). Relationships which constitute incest (ancestor, descendant, brother or sister, of the whole or half blood, or an uncle, aunt, nephew or niece; The relationships referred to herein include blood relationships without regard to legitimacy, stepchildren, and relationships of parent and child by adoption NH RSA 639-A:2.).

Section 10: Availability of Annual Security Report

The Annual Security Report is available October 1st of each year. This report includes statistics for the previous three years concerning reported crimes that occurred on-campus, in certain off-campus buildings or property owned or controlled by the Manchester Community College and on public property within, or immediately adjacent to and accessible from, the campus. The report also includes College policies concerning campus security, such as policies concerning sexual assault and other matters. You can obtain a copy of this report by contacting Manchester Community College’s Campus Safety Department or by accessing the following website: http://www.mccnh.edu/services/campus-safety.