

# Clery Report for 2018

## Annual Security and Fire Safety Report

Contains statistics for 2018, 2017, and 2016

October 1, 2019





# Contents

Annual Security and Fire Safety Report .....	1
Message from President Drinan.....	1
Message from Honey Pike, Chief of Police/Director of Public Safety.....	1
Preparation of the Annual Security Report and Disclosure of Crime Statistics .....	2
Simmons University Police and Public Safety.....	3
Mission Statement .....	3
Department Personnel .....	3
Law Enforcement and Arrest Authority .....	3
Police and Public Safety Dispatch Center.....	4
Campus Building Access .....	4
Residence Halls.....	4
Academic Buildings .....	4
Campus Security .....	4
Maintenance of Campus Facilities.....	5
Reporting Crimes and Emergencies.....	5
Campus Emergencies.....	5
Voluntary Confidential Reporting .....	5
Pastoral and Professional Counselors .....	6
Emergency Phones.....	6
Off-Campus Emergency Assistance .....	6
Medical Emergency Response Services .....	7
Response to Reports of Crimes/Emergencies and Incident Reporting System .....	7
Emergency Response and Evacuation Procedures.....	8
Emergency Notification System .....	8
Monthly Testing.....	9
Annual Testing.....	10
Timely Warnings (Safety Alerts).....	10
Evacuation Procedures.....	11
Coordination with Others in the Longwood Medical Area.....	11
Monitoring Crimes at Non-Campus Locations.....	12
Crime Prevention and Security Awareness Education.....	12
Rape Aggression Defense (RAD).....	12
Campus Safety Escort Program.....	12
Safety Planning.....	12
Security Surveys .....	12

## Annual Security and Fire Safety Report

Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, as Amended by the Violence Against Women Reauthorization Act of 2013 (VAWA) .....	13
VAWA Definitions .....	13
Programs Available on Campus to Prevent Domestic Violence, Dating Violence, Sexual Assault, and Stalking .....	16
Simmons University Violence Prevention and Educational Outreach Program.....	16
Betsy’s Friends .....	16
The Title IX Core Team.....	16
Bystander Intervention Training .....	16
How to Be an Active Bystander .....	17
Risk Reduction.....	17
Education and Prevention Programs .....	19
Violence Prevention and Educational Outreach Program.....	21
Sexual Assault/Sex Offenses .....	31
Reporting Domestic Violence, Dating Violence, Sexual Assault, or Stalking .....	32
Seek Safety .....	32
Seek Immediate Medical Attention .....	32
Preserve Evidence of Domestic Violence, Dating Violence, Sexual Assault, and Stalking .....	32
Title IX and the Title IX Coordinators .....	33
Non-Confidential Resources .....	34
Confidential Resources .....	34
Procedures the University Will Follow When Receiving a Complaint of Domestic Violence, Dating Violence, Sexual Assault, or Stalking .....	35
Adjudication of Violations .....	35
Assistance for Victims: Rights & Options .....	39
Confidentiality .....	40
On- and Off-Campus Services for Victims .....	40
Victim Bill of Rights.....	43
Gender-Based Misconduct Policy—Investigative Process .....	44
Confidentiality .....	45
Sanctions and Protective Measures .....	45
Student Life Policies .....	47
Student Internal Judicial Process .....	47
Alcoholic Beverages and Illegal Drug Policies .....	47
Alcohol and Drug Abuse Programs.....	48

Drug-Free Schools and Communities Act .....	48
Missing Student Policy .....	48
Responding to a Missing Student Report .....	49
Crime Definitions .....	50
Crime Definitions from the Uniform Crime Reporting Handbook.....	50
Sex Offenses .....	53
Sex Offenses—Non-Forcible.....	53
Procedures for Preparing the Annual Disclosure of Crime Statistics.....	54
Crime Statistics.....	55
Hate Crime Statistics 2018 .....	56
Hate Crime Statistics 2017.....	57
Hate Crime Statistics 2016 .....	58
Safety Tips.....	59
Safety in Your Off-Campus Home .....	59
Safety When Traveling on Foot .....	60
Safety in the Car .....	60
Safety on Public Transportation.....	61
Safety at the Office/Workplace .....	61
Important Phone Numbers and Resources .....	62
Annual Fire Safety Report and Residence Hall Fire Safety Policies 2018.....	63
Fire Reporting Policy.....	63
Procedures for Student Housing Evacuation.....	63
Fire Evacuation Preparedness .....	63
Fire Alarm and Evacuation Procedures for Students and Employees.....	63
Fire Safety Policy.....	64
Items Prohibited in Residence Halls.....	64
Furniture.....	65
Cooking.....	65
Smoking.....	65
Fireplaces.....	65
Exits, Corridors, Stairwells, and Fire Doors.....	65
Posting and Hanging of Items .....	65
Fire Extinguishers .....	65
Fire Safety Inspections.....	65
Fire Drills.....	65
Fire Safety Education and Training Programs.....	66
Improvement Plans for Future.....	66

## Annual Security and Fire Safety Report

Fire Log .....	66
Fire Safety Systems in Residence Halls .....	67
Fire Safety Systems in Residence Halls .....	68
Fire Statistics 2018.....	69
Fire Statistics 2017 .....	70
Fire Statistics 2016.....	71

# Annual Security and Fire Safety Report

October 1, 2019

## Message from President Drinan

The safety and well-being of all Simmons students, faculty, staff, and visitors is a top priority at Simmons University. Simmons University Police and Public Safety is the primary department responsible for providing a safe and secure environment for learning and working. Our community's safety combines the efforts of the members of Police and Public Safety and all members of the Simmons community. I encourage you to review this report and to be an active partner in our public safety efforts.



## Message from Honey Pike, Chief of Police/Director of Public Safety

Dear Simmons Community:

This Annual Security and Fire Safety Report is provided to you in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act and the Violence Against Women Act (VAWA). More than just complying with federal law, this document contains information to help you make informed decisions about your safety and security, and provides on-campus information and resources to ensure a safe learning environment. Simmons University Police and Public Safety is supported by an active and engaged campus community and dedicated University partners—we are all stakeholders in keeping our campus safe. Our primary goal is to ensure a safe and secure educational and working environment for students, faculty, staff, and visitors.

Simmons University Police and Public Safety has a proactive-based philosophy of policing that strives to strengthen relationships and engage community partners in developing strategies to reduce crime. Simmons Police and Public Safety also partners with multiple departments on campus and numerous police jurisdictions off campus, as we believe these relationships are key to crime prevention and public safety. Crime prevention is everyone's responsibility. Simmons Police and Public Safety encourages community members to contact us if they notice any suspicious activity.

Please take the time to review this Annual Security and Fire Safety Report. The report includes crime data for the previous three years. It also provides comprehensive information related to safety and security, policies on security, alcohol and drug use, sexual assault, relationship violence, stalking, crime prevention, and reporting crimes. At Simmons University, we are all committed to making our campus a safe place in which to live, work, and learn.

Simmons University Police and Public Safety is a full-service police organization with a dedicated staff of individuals who are committed to serving this community. We look forward to meeting you and watching as you grow and prosper in this academic environment.

Go Sharks!



## Preparation of the Annual Security Report and Disclosure of Crime Statistics

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act requires each institution of higher education to prepare, publish, and distribute an annual security report containing crime statistics and specific policy and security information. The act has been amended many times to include information to help college students and their families make informed choices. In 2013, the Violence Against Women Act (VAWA) further amended the Clery reporting requirements to include domestic violence, dating violence, and stalking in the list of reported crimes.

The Simmons University Annual Security and Fire Safety Report provides statistics for the previous three years of select reported crimes that occurred on campus and in certain off-campus buildings or properties owned, leased, or controlled by Simmons University. This report also includes security policies, procedures, and information on basic rights guaranteed to victims of sexual assault.

Information and statistics are compiled from information maintained by Simmons University Police and Public Safety and provided by University officials from Student Life, Residence Life, Student Conduct, Campus Security Authorities (CSA), and information provided by other law enforcement agencies.

To demonstrate Simmons University's commitment to safety and security, this report contains a variety of security resources, programs, and policies available to you as members of the campus community. Simmons distributes a notice of the availability of this Annual Safety and Fire Report by October 1 of each year. Anyone may obtain a paper copy of this report by contacting Police and Public Safety at 617-521-1112 or by visiting our website ([simmons.edu/public-safety](https://simmons.edu/public-safety)) to download a copy.

*This publication is required by the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act. It has been produced under the direction of the Associate Vice President of Administration and through the efforts of Simmons University Police and Public Safety. This document is intended to inform the University community of Simmons' safety and prevention programs and security procedures.*

# Simmons University Police and Public Safety

## Mission Statement

Simmons University Police and Public Safety works in partnership with the University community to provide a safe and secure environment in which students, faculty, and staff may learn, work, and live. We engage in joint problem-solving partnerships to identify issues of community concern and work collaboratively to continuously improve the safety and security of our campus.

## Department Personnel

Police and Public Safety at Simmons University is comprised of several interconnecting tiers of police and security protection. The department has 29 personnel dedicated to the safety and security of the community and is led by sworn policing professionals—the Chief of Police/Director of Public Safety, a Deputy Chief/Assistant Director, two Lieutenants, five Sergeants, and seven Police Officers. The department employs thirteen professionally trained Public Safety Officers who rotate between patrol assignments and dispatching.

There are two levels of patrol officers in Simmons Police and Public Safety:

1. Police Officers are sworn officers of the law; they carry firearms and maintain all certifications to handle police matters on campus, including legal training, domestic violence, sexual assault investigation, and first-responder certification. Police Officers wear a traditional police uniform of dark blue shirt and pants.
2. Public Safety Officers are trained in security concepts, such as crime prevention and security surveys, and as communications specialists who work as dispatchers. Public Safety Officers wear a royal blue shirt and navy pants.

## Law Enforcement and Arrest Authority

All Simmons Police Officers (Chief/Director, Deputy Chief/Assistant Director, Lieutenants, Sergeants, and Police Officers) are sworn officers under Massachusetts General Law Ch. 22c, sec. 63. All have attended a Commonwealth of Massachusetts state-certified police academy or its equivalent and have arrest authority on Simmons University property. Most officers are also Suffolk County Deputy Sheriffs, providing jurisdiction beyond the immediate boundaries of the University when needed, such as when traveling between the academic and residence campuses. (The City of Boston is within Suffolk County.) Public Safety Officers (unarmed) and contract security staff do not have arrest powers and provide security services only on Simmons University properties. Simmons Public Safety Officers and contract security staff patrol Simmons property and have the authority to ask for identification and to determine whether individuals have lawful business at Simmons.

The Simmons Police Officers' scope of authority as Special State Police Officers allows for "the power to make arrests and preserve the peace on property owned, used, or leased by Simmons University." These powers shall be invoked by the officer only while on duty and only within the geographical boundaries of the University, except when a delay in invoking such powers would likely result in death or serious bodily harm to themselves or others. Officers shall also recognize that their primary duty and responsibility is to the persons and property of the employing institution. Officers shall neither encroach nor infringe upon the responsibilities and functions of other law enforcement agencies. Officers are cautioned not to respond to other agencies' calls unless authorized to do so by the shift supervisor. Officers must complete annual in-service training provided through the Commonwealth of Massachusetts to maintain first-responder medical certification and to remain current regarding the laws of the Commonwealth of Massachusetts. Additionally, Simmons Police and Public Safety conducts regular training to supplement the training received at the state level.



## Annual Security and Fire Safety Report

The Simmons University Public Safety Officer (PSO) is a non-sworn position, and PSOs do not have “the power to make arrests and preserve the peace on property owned by Simmons University.” The primary duty and responsibility of the Public Safety Officer is to dispatch emergency services and routine calls for service coming into Simmons Police and Public Safety. PSOs also patrol the Simmons campuses, providing security services to the community. PSOs are required to read and understand all Department policies and procedures and satisfactorily complete CPR, first aid, and any other required training.

### Police and Public Safety Dispatch Center

The Police and Public Safety Dispatch Center is located at One Palace Road on the academic campus. The center is staffed around the clock, every day of the year, by Public Safety Officers specially trained as dispatchers. Dispatchers take all calls for service received from the Police and Public Safety non-emergency line, 617-521-1112, as well as all emergency calls for service at 617-521-1111. Dispatchers also monitor life safety systems, including access control, CCTV, alarms, fire detection and suppression systems, two-way radio systems, and radio transmissions of police, fire, and emergency medical services (EMS) in the area. Through a two-way radio system that connects all Simmons Police and Public Safety officers, the dispatcher can direct immediate responses to all breaches of security or suspicious activity on campus.

## Campus Building Access

To enhance the physical security of the buildings on campus, the University maintains an electronic access control system which is monitored at dispatch. All buildings are equipped with electronic card readers which can be accessed with a Simmons University identification card. Requests for access after normal operating hours must be authorized by the Simmons staff or faculty members responsible for the space and approved by Simmons University Police and Public Safety.

### Residence Halls

Residence halls are locked 24 hours a day, seven days a week. Resident students and other authorized personnel are provided access through their Simmons University identification card, which can be used at a card reader located at the front entrance of each residence hall. In addition to unlimited access to their own residence hall, resident students may access other residence halls from 7:00 a.m. to 11:00 p.m. daily. Guests must be escorted into the residence hall by their host. Escort policies for guests vary during the school year according to schedules established by the Office of Residence Life. For further details on guest policies, please refer to the Student Handbook at [simmons.edu/handbook](http://simmons.edu/handbook).

### Academic Buildings

Academic buildings are generally open to students, employees, and visitors from 7:00 a.m. to 7:00 p.m., Monday through Friday, except during holidays and other times when the University is closed. Saturday hours are 7:00 a.m. through 5:00 p.m., and the University is normally closed to the public on Sundays. Students have access to all academic buildings until 11:00 p.m. daily via their Simmons ID card. Employees have 24-hour access.

### Campus Security

Uniformed police and security officers are on duty 24 hours a day, seven days a week throughout the year. Officers are highly visible and patrol the interior and exterior of Simmons University property, including patrolling the interior and exterior of all academic, administrative, and residential facilities. Officers respond to emergencies, observe and report suspicious persons and/or activities, provide assistance, and maintain a visible presence on campus. Officers carry two-way radios and are in communication with the dispatcher at all times.

Safety equipment on campus includes fire extinguishers, Automated External Defibrillators (AEDs), panic buttons, door ajar alarms, motion detectors, emergency blue light telephones, and CCTV recording cameras in key areas on campus. Buildings and Grounds and Police and Public Safety test and maintain this equipment on a regular basis.

Any person on campus, including faculty, staff, and students, may be asked by Police and Public Safety to produce their current and valid Simmons University identification card at any time. After 11:00 p.m., Police and Public Safety locks the gates around the residence campus. After 11:00 p.m., all visitors must enter through the main door at the Simmons Hall Security Office. There is a Security Officer on duty in this office at all times.

## **Maintenance of Campus Facilities**

Facilities and landscaping are maintained in a manner that minimizes hazardous conditions. Police and Public Safety regularly patrols the campus and reports malfunctioning lights and other unsafe physical conditions to Buildings and Grounds for correction. All members of the University community can easily report equipment problems to Police and Public Safety or to Buildings and Grounds either through an easy-to-use online work order system or by calling Police and Public Safety at any time, day or night.

# **Reporting Crimes and Emergencies**

## **Campus Emergencies**

All members of the Simmons community and all visitors are encouraged to accurately and promptly report potential criminal activity, suspicious behavior, and any emergencies on campus to Police and Public Safety by calling 617-521-1111, extension 1111 from a campus phone, or 911. Crimes should be accurately and promptly reported to Simmons Police and Public Safety or the appropriate police agency, when the victim of a crime elects to, or is unable to, make such a report.

Emergency blue light telephones located outdoors throughout the campus are equipped with emergency buttons that call the Police and Public Safety emergency line when activated. Reports may be made in person at the Dispatch Center located at One Palace Road on the academic campus and can be made any time of the day or night. Students and employees should report criminal offenses to Simmons University Police and Public Safety for the purpose of assessing the crime for potential distribution of a timely warning notice and for the annual statistical disclosure of crimes.

## **Voluntary Confidential Reporting**

If you are the victim of a crime and do not want to pursue action within the University system or the criminal justice system, you may still want to consider making a confidential report. With your permission, a Police Officer can file a report on the details of the incident without revealing your identity (except to the Title IX Coordinator in the event of a reported sex offense or sexual harassment). The purpose of a confidential report is to comply with your wish to keep the matter confidential, while taking steps to enhance the future safety of yourself and others. With such information, the University can keep an accurate record of the number of incidents involving students, employees, and visitors; determine whether there is a pattern of crime with regard to a particular location, method, or assailant; and alert the campus community to potential danger in a timely manner. Reports filed in this manner are counted and disclosed in the annual crime statistics for the University.

## Pastoral and Professional Counselors

As a result of the negotiated rulemaking process which followed the signing into law of 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 in the annual disclosure of crime statistics. As a matter of policy, the professional counselors at Simmons University are encouraged, if and when they deem it appropriate, to inform persons being counseled of the procedures to report crimes on a voluntary, confidential basis to Simmons Police and Public Safety.

**Pastoral Counselor** – A Pastoral Counselor is defined as an employee of an institution who is associated with a religious order or denomination, who is recognized by that religious order or denomination as someone who provides confidential counseling, and who is functioning within the scope of that recognition as a pastoral counselor.

**Professional Counselor** – A Professional Counselor is defined as an employee of an institution whose official responsibilities include providing psychological counseling to members of the University's community and who is functioning within the scope of their license or certification.

## Emergency Phones

Exterior phones equipped with emergency buttons are located at the entrances of each residence hall, except Simmons Hall, where the Police and Public Safety security annex is located, and at various locations throughout the residence campus, academic campus, and parking garages. These phones are equipped with "emergency" buttons that automatically connect with the Police and Public Safety dispatcher. When activated, the phones display the location of the origin of the call for the dispatcher, who then dispatches a patrol unit to the scene. On the academic campus, these phones are located at all levels of the parking garage and at many entrances to the academic buildings.

Exact locations of emergency phones can be found online on the Police and Public Safety webpage ([simmons.edu/public-safety/emergency-preparedness](https://simmons.edu/public-safety/emergency-preparedness)).

## Off-Campus Emergency Assistance

When Simmons Police and Public Safety is notified or becomes aware of an off-campus emergency involving a Simmons student, faculty, or staff member, Police and Public Safety will notify the Boston Police Department (or appropriate department of jurisdiction) immediately and assist in coordinating the response. Simmons University does not have any officially recognized student organizations which have off-campus housing facilities, although from time to time, the University does house students in apartments in the neighborhood adjacent to the University. If this occurs, the University does report crime statistics for these locations. Students not physically housed on campus are advised to call 911 to report crimes prior to contacting Simmons Police and Public Safety.

For reporting purposes, the Simmons University campuses are located in Area B2 and D4 of the Boston Police Department. Simmons University Police and Public Safety has a strong relationship with and routinely interacts with area police stations in reporting crimes and exchanging information, transporting arrested individuals, conducting investigations, and scheduling police details for special events. Simmons University Police and Public Safety also works cooperatively with the Massachusetts State Police, the Boston Police Department, and with all Colleges of the Fenway Departments of Public Safety.

## Medical Emergency Response Services

In a medical emergency, members of the Simmons community should dial 911 and then call the Simmons Police and Public Safety emergency telephone line at 617-521-1111. All Simmons Police Officers are trained first responders and will respond immediately.

For routine care, students should contact the Simmons University Health Center, located on the residence campus. The Health Center is open Monday through Friday during business hours. In the event that medical assistance of a non-emergency nature is needed after normal business hours, a medical professional from the Health Center can be reached 24 hours a day, seven days a week throughout the year by the Office of Residence Life or Police and Public Safety.

The Simmons University Counseling Center has professional counselors who offer support for students in an atmosphere of understanding and confidentiality. Services offered include assessments of mental health and referral to both on- and off-campus resources. There is a counselor on call 24 hours a day, seven days a week during the undergraduate academic year.

The Beth Israel Deaconess Medical Center (BIDMC) is located in close proximity to the residence campus. The University maintains a close working relationship with this world-renowned medical center. Students requiring hospitalization or specialized treatment are generally referred to the BIDMC by the Simmons University Health Center.

## Response to Reports of Crimes/Emergencies and Incident Reporting System

All Simmons University Police and Public Safety professionals are trained to observe and report incidents that occur on campus. When an emergency call is received by the dispatcher, a Police Officer is dispatched immediately to the location of the incident to render aid and assistance, take a report, and conduct a preliminary investigation, if necessary.

In response to a reported emergency, Simmons Police and Public Safety will respond and summon the appropriate resources to assist in the response to the incident. All Simmons Police and Public Safety incident reports involving students are forwarded to the Office of the Dean of Student Life for review and referral to the Student Honor Board for potential action, as appropriate. Simmons Police and Public Safety investigators will investigate a report when it is deemed appropriate.

Police and Public Safety reports are entered into a Records Management System (RMS) where they are stored and retrievable. A RMS allows officers to record an incident, conduct follow-up investigations, and compile statistical data from a centralized repository of incident data. Crime statistics and general information are available to the public during business hours. Information that must remain confidential is closely protected. Using an RMS allows Simmons Police and Public Safety to maintain all required statistical data on crimes occurring on campus or reported to Police and Public Safety.



## Emergency Response and Evacuation Procedures

The University's Emergency Management Plan includes information about Incident Teams, University operating status parameters, incident priorities and performance expectations, shelter-in-place and evacuation guidelines, and local contingency and continuity planning requirements. Campus departments are responsible for developing contingency plans and continuity-of-operations plans for their staff and areas of responsibility.

Simmons University Public Safety Officers and supervisors have received training in Incident Command and Responding to Critical Incidents on Campus. When a serious incident occurs that causes an immediate threat to the campus, the first responders to the scene are usually Simmons Police and Public Safety, the Boston Police Department, and the Boston Fire and Emergency Medical Services Departments, and they typically respond and work together to manage the incident. Depending on the nature of the incident, other Simmons departments and other local or federal agencies could also be involved in responding to the incident.

The Simmons University Emergency Management Council, in conjunction with Simmons University Police and Public Safety and the Colleges of the Fenway, has designed and posted Emergency Management flip charts in all of the academic and residential buildings on campus. The flip charts serve as a guide and directs students, faculty, staff, and visitors about what actions to undertake in the event of an emergency on campus.

### Emergency Notification System

Simmons University has multiple systems for alerting our community to campus emergencies. The University contracts with Rave Alert for emergency notification services known as Simmons Alert. This allows authorized users to send an immediate notification to all or selected members of the Simmons community who have provided emergency notification contact information. Messages about immediate or potential threats to the health or safety of members of the community can be simultaneously sent to on-campus phones, cell phones (voice and text), home phones, emergency contact phones, and multiple email addresses. All members of the Simmons community are asked regularly to provide updated emergency contact information so that they can receive messages from the emergency notification system.

Simmons students can update their emergency notification information at any time in Simmons Connection ([connection.simmons.edu](https://connection.simmons.edu)). Simmons faculty and staff can update their emergency notification information at any time in Workday ([workday.simmons.edu](https://workday.simmons.edu)).

In the event of an emergency, Simmons University will initiate and provide, without delay, immediate notifications to the appropriate segment(s) of the University community upon the confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students, employees, and/or visitors.

The Simmons Alert emergency notification system will be activated upon confirmation of an emergency situation that poses an immediate threat to the health or safety of students, faculty, and staff on campus, or when there is an event that requires closing the campus or limiting access (e.g., severe weather). The emergency notification system will NOT be used to send messages about criminal activity in the area unless the crime presents an immediate threat to safety on campus. The confirmation of an emergency or dangerous situation and the decision to issue a Simmons Alert emergency notification system message is typically made by the Chief of Police/Director of Public Safety in consultation with the Simmons University Emergency Management Council (EMC). The Director may also confer with local first responders and/or the National Weather Service when confirming an emergency. All members of the Simmons Police and Public Safety are trained in the emergency notification system so that they are able to develop and determine the content of the message and initiate the system. Executive leadership, including the President, Chief of Staff, the Provost, Chief of Police/

Director of Public Safety, and CIO and Associate Vice President for Administration are included in the decision to send a message, if time permits. Depending on the type of emergency, Police and Public Safety and/or members of the EMC will confirm the emergency with the assistance of key administrators, local first responders, and/or the National Weather Service and will determine the appropriate segment(s) of the campus community to receive the notification. A decision on the content of the notification will then be made by the EMC chair and members, and the notification will be initiated.

Simmons University will, without delay, and taking into account the safety of the community, determine the content of the emergency message and initiate the emergency messaging system, unless issuing a message will, in the judgment of the Simmons University Police and Public Safety or other responsible authorities, compromise efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency situation. Simmons Police and Public Safety maintains a set of pre-recorded messages in the emergency notification system to support rapid communication in the event of an immediate threat to the campus community.

In addition to the emergency notification system, Simmons Police and Public Safety and the EMC may rely on other communication systems to provide information regarding an emergency situation, including:

- Simmons website ([simmons.edu](http://simmons.edu))
- Public address systems on both campuses
- Simmons email system
- Simmons Police and Public Safety vehicles
- Bullhorns maintained by Simmons Police and Public Safety
- Simmons main switchboard (617-521-2000)
- Media outlets, including local television and radio stations
- TV monitors in certain campus building lobbies
- Notices posted in central locations in all campus buildings
- Social media outlets

## Monthly Testing

A test of the Simmons Alert System is conducted on the first Wednesday of each month at 3 p.m. The test contains the following message, ***"This is a test of Simmons Alert. If this were an actual emergency, you would be given instructions on how to respond. This is only a test."*** The test message is activated by pressing the Blue Alertus Test Button in the Dispatch Center and is sent out via text, email, outdoor loudspeakers, digital signage, and computer desktops. Monthly testing may be cancelled and or rescheduled in the event the University is closed or an actual emergency is taking place.

In 2017, the Simmons University Police Department implemented a simple and easy system to supplement the Simmons Alert System emergency notifications to the University community. The department installed the following five colored Alertus "push buttons" in the Dispatch Center. Lockdown (Yellow), Shelter in Place (Red), Severe Weather (White), All Clear (Green), and Test (Blue). To activate an emergency notification, the dispatcher simply pushes the corresponding button and the predetermined message, already created in the Simmons Alert RAVE system, is sent to the University community via email, text, voice, digital signage (TV monitors), computer desktop, and the outdoor loud speakers. The button system saves time, disseminating an emergency message quickly and accurately.

System to Use	Primary Message Creator	Backup Message Creator	Authority for Approving and Sending Messages	Primary Message Sender/Distributor	Backup Message Sender/Distributor
<b>Primary</b> Simmons Alert (text, email, PA), Alertus Buttons	Chief of Police	Deputy Chief of Police	Chief of Police, EMC Chair, AVP for Administration, Chief of Staff, Provost, AVP for Communications and Public Affairs	Chief of Police, Public Safety Staff	Technology Director, AVP for Communications and Public Affairs
<b>Media</b>	AVP for Communications and Public Affairs	Social Media Manager	AVP for Communications and Public Affairs	AVP for Communications and Public Affairs	Social Media Manager
<b>Secondary</b> Facebook, Twitter, Simmons Emergency Website	AVP for Communications and Public Affairs	Social Media Manager	AVP for Communications and Public Affairs, Social Media Manager	AVP for Communications and Public Affairs, Social Media Manager	Chief of Police

If any of the systems using technology fail, the campus will initiate face-to-face communication using Police and Public Safety personnel and other appropriate staff and students on campus. Some or all of the systems listed above will be used to communicate follow-up information to the Simmons University community.

Parents not on our Simmons Alert emergency notification system, neighbors, and other members of the larger community can access information during an emergency at Simmons via the website or local/national media. Other Colleges of the Fenway Public Safety Chiefs are on the Simmons Alert (Rave) emergency notification system in order to advise their communities of emergencies at Simmons.

### Annual Testing

The Emergency Management Council, in conjunction with Simmons Police and Public Safety, is responsible for testing the University’s emergency response and evacuation procedures at least once per year by conducting an announced or unannounced exercise. The drills may be announced (such as some residence hall fire safety drills) or unannounced (such as tests of the emergency notification system). Police and Public Safety is responsible for maintaining records of all exercises and drills. Each test is documented and includes a description of the exercise, the date and time of the exercise, and whether it was announced or unannounced.

The campus publicizes a summary of the emergency response and evacuation procedures via electronic communications at least once each year in conjunction with a test (exercise and drill) that meets all of the requirements of the Higher Education Opportunity Act.

### Timely Warnings (Safety Alerts)

Simmons Police and Public Safety will issue Timely Warnings called “Safety Alerts” through the campus email system to keep the Simmons community informed about crimes within the Simmons University Clery geography (On Campus, Public Property, Residential, and Non-Campus Property) that represent a serious or ongoing threat to the community. These alerts will provide pertinent information related to the crime and suspect(s), will seek information that may lead to arrest and conviction of the offender(s), and will provide safety tips for the Simmons community. The Chief of Police/Director of Public Safety or a designee in Simmons Police and Public Safety develops the content of the Safety Alert; Police Officers and Public Safety Officers have the training and authority to send the campus-wide email to the campus community.

Timely Warnings are usually distributed for the following Uniformed Crime Reporting Program (UCR)/National Incident-Based Reporting System (NIBRS) classifications: major incidents of arson, murder/non-negligent manslaughter, and robbery. Cases of aggravated assault and sex offenses are considered on a case-by-case basis, depending on the facts of the case and the information known by Police and Public Safety, as well as when and where the incident occurred, and when it was reported. For example, if an assault occurs between two students who have a disagreement, there may be no ongoing threat to other Simmons community members, and a Timely Warning would not be distributed. Cases involving sexual assault are often reported long after the incident occurred, thus there is no ability to distribute a "Timely" Warning to the community. The Chief of Police/Director of Public Safety or designee reviews all reports to determine if there is an ongoing threat to the community and if the distribution of a Timely Warning is warranted. A Timely Warning may also be posted for other crime classifications, as deemed necessary.

Additionally, personally identifiable information about the victim will be treated as confidential and only shared with persons with a specific need to know who are investigating/adjudicating the complaint or delivering resources or support services to the complainant (for example, publicly available recordkeeping for purposes of Clery Act reporting and disclosures will be made without inclusion of identifying information about the victim, as defined in 42 U.S.C. 1395 (a) (20)). Further, the University will maintain as confidential any accommodations or protective measures provided to the victim to the extent that maintaining such confidentiality would not impair the ability of the University to provide accommodations or protective measures. Safety Alerts will be distributed as soon as pertinent information is available, in a manner that withholds the names of victims as confidential, and with the goal of aiding in the prevention of similar occurrences.

## **Evacuation Procedures**

The EMC has responsibility for addressing all emergency evacuation situations, including, but not limited to, severe weather conditions, power outages, public health threats, building/property damage from fire or flood, and other kinds of threats to the health and safety of our community. All members of the Simmons community are required to follow instructions and procedures communicated by Simmons University Police and Public Safety, and/or the EMC, and/or local police and fire personnel, in the event that an evacuation of a part or the whole of the campus is necessary. In general, Police and Public Safety will advise which building(s) to evacuate, which exits to use (usually the closest unless in danger), and where to assemble once evacuated. In an emergency, community members should move away from the affected area and assemble in an area free from first responders and their equipment. Department leaders and Residence Life staff should attempt to account for personnel as much as possible.

## **Coordination with Others in the Longwood Medical Area**

Simmons University Police and Public Safety is a member of the Medical Academic and Scientific Community Organization, Inc. (MASCO) security consortium and shares a common radio frequency with the MASCO community (tested twice daily), which enables Simmons Police and Public Safety to be immediately advised of any safety or security concerns in the Longwood Medical Area. This information is reviewed by Police and Public Safety and the EMC to determine the potential impact on the Simmons community and whether a community notification is necessary and what type.

Following a U.S. Department of Education Emergency Management in Higher Education (EMHE) grant completed in 2012, the Colleges of The Fenway (COF) adopted emergency management plans that are common to the COF, although individualized to the colleges. The COF and MASCO conduct joint training in preparing for man-made and natural disasters. This training consists of monthly meetings and yearly tabletop exercises, as well as participation in actual drills. On October 24, 2018, Simmons University Police and Public Safety participated in a multi-agency functional/tabletop exercise coordinated by the Longwood Medical and



## Annual Security and Fire Safety Report

Academic Area (LMA) and the Colleges of the Fenway. Police and Public Safety personnel and other Simmons administration officials participated in the exercise from our Joint Operations Center (JOC) on campus, and coordinated an area-wide response, communication, and deployment of resources from that location.

## Monitoring Crimes at Non-Campus Locations

Simmons does not have any student organizations that own or control non-campus facilities.

# Crime Prevention and Security Awareness Education

Members of Simmons University Police and Public Safety are committed to educating our community regarding safety and security in an effort to prevent crime in and near our campus. Simmons Police and Public Safety conducts crime prevention and security awareness programs throughout the year for the benefit of students, faculty, and staff. These security awareness programs are designed to inform students and employees about campus security procedures and practices, and to encourage students and employees to be responsible for their own security and the security of others. Upon request, members of Simmons Police and Public Safety are often guest speakers at residence halls and also provide safety and security presentations to address any security-related concerns for groups across campus, such as Simmons Staff Council, Simmons Commuter Student Organization, graduate student groups, and any other University-affiliated groups. Simmons Police and Public Safety also participates in all new student orientation programs. Anyone interested in scheduling a program can call Police and Public Safety dispatch at 617-521-1112. The following are some of the Crime Prevention programs handled by Simmons Police and Public Safety.

## Rape Aggression Defense (RAD)

RAD is a popular self-defense program that is offered through the Simmons Police and Public Safety. The RAD course is available free of charge to all students, faculty, and staff. RAD is easy to learn, easy to retain, and easy to employ during confrontational situations. These courses are offered at least once each semester.

The course consists of approximately 12 hours of awareness, prevention, risk reduction strategies, and physical self-defense, all of which culminate in a final session where students participate in a realistic simulation exercise and are able to practice what they learned. To learn more about RAD, please email Simmons Police and Public Safety at [commpol@simmons.edu](mailto:commpol@simmons.edu) and a Police and Public Safety representative will contact you.

## Campus Safety Escort Program

Community members may request a walking safety escort at any time of the day or night from any location on campus to another location on campus. Safety escorts are available 24/7.

## Safety Planning

Police Officers who are trained in the prevention of crime are available to work with members of the community who feel that their personal safety could be in jeopardy for a variety of reasons. Safety planning is used to increase the probability of safety both on and off campus through proper planning and avoidance techniques. Safety Planning is offered upon request throughout the year.

## Security Surveys

Security surveys are conducted by trained members of Police and Public Safety to identify areas of the campus that may present vulnerabilities to the safety and security of the community. A member of our staff is tasked with evaluating our campus on a continuous basis.

# Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, as Amended by the Violence Against Women Reauthorization Act of 2013 (VAWA)

Simmons University prohibits the offenses of domestic violence, dating violence, sexual assault, and stalking (as defined by the Clery Act) and reaffirms its commitment to maintaining a campus environment that emphasizes the dignity and worth of all members of the University community. Toward that end, Simmons University issues this statement of policy to inform the campus community of our programs to address domestic violence, dating violence, sexual assault, and stalking, as well as the procedures for institutional disciplinary action in cases of alleged domestic violence, dating violence, sexual assault, or stalking, which will be followed regardless of whether the incident occurs on or off campus when it is reported to a University official.

## VAWA Definitions

**Consent** – In Massachusetts, it is illegal to have sex with someone who is incapable of giving consent. A person cannot give consent if they are intoxicated; if they are unconscious; are mentally incompetent; or are under the legal age of consent. Someone who is drunk, high, unconscious, or mentally incompetent may not be able to give consent to a sexual act. Submission is not necessarily consent. Force or a threat of force negates consent.

Simmons' Gender-Based Misconduct Policy is based upon effective consent. Consent to engage in sexual activity must be given knowingly, voluntarily, and affirmatively. Consent must exist from the beginning to end of each instance of sexual activity and for each form of sexual contact. Past sexual activity does not constitute consent for future acts. For more on consent, refer to the University's Gender-Based Misconduct Policy ([simmons.edu/your-simmons/commitment-inclusivity/title-ix/gender-based-misconduct-policy](https://simmons.edu/your-simmons/commitment-inclusivity/title-ix/gender-based-misconduct-policy)).

**Domestic Violence** – Domestic Violence is defined as 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 or intimate partner; by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred; 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 in which the crime of violence occurred.

The Commonwealth of Massachusetts specifically defines Domestic Violence as:

"Abuse," the occurrence of one or more of the following acts between family or household members:

- (a) attempting to cause or causing physical harm;
- (b) placing another in fear of imminent serious physical harm;
- (c) causing another to engage involuntarily in sexual relations by force, threat, or duress.

"Court," the superior, probate and family, district or Boston municipal court departments of the trial court, except when the petitioner is in a dating relationship when Court shall mean district, probate, or Boston municipal courts.

"Family or Household Members," persons who:

- (a) are or were married to one another;
- (b) are or were residing together in the same household;

- (c) are or were related by blood or marriage;
- (d) having a child in common regardless of whether they have ever married or lived together; or
- (e) are or have been in a substantive dating or engagement relationship, which shall be adjudged by district, probate, or Boston municipal courts' consideration of the following factors:
  - (1) the length of time of the relationship;
  - (2) the type of relationship;
  - (3) the frequency of interaction between the parties; and
  - (4) if the relationship has been terminated by either person, the length of time elapsed since the termination of the relationship.

**Dating Violence** – Dating Violence is defined as Violence committed by:

- (a) a person who is or has been in a social relationship of a romantic or intimate nature with the victim; and
- (b) where the existence of such a relationship shall be determined based on a consideration of the following factors:
  - (i) the length of the relationship;
  - (ii) the type of the relationship;
  - (iii) the frequency of interaction between the persons involved in the relationship.

The Commonwealth of Massachusetts does not have a specific Dating Violence statute, but see the definition of "Family or household members" above.

**Stalking** – Stalking is defined as:

- (1) 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.
- (2) For the purposes of this definition:
  - (i) "Course of conduct" means two or more acts, including, but not limited to, acts which the stalker directly, indirectly, or through third parties, by any action, method, device, or means follows, monitors, observes, surveils, threatens, or communicates to or about, a person, or interferes with a person's property.
  - (ii) "Substantial emotional distress" means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.
  - (iii) "Reasonable person" means a reasonable person under similar circumstances and with similar identities to the victim.

The Commonwealth of Massachusetts specifically defines Stalking as:

Whoever:

- (1) willfully and maliciously engages in a knowing pattern of conduct or series of acts over a period of time directed at a specific person which seriously alarms or annoys that person and would cause a reasonable person to suffer substantial emotional distress; and
- (2) makes a threat with the intent to place the person in imminent fear of death or bodily injury, shall be guilty of the crime of Stalking.

**Sexual Assault** – Sexual Assault is defined as an offense that meets the definition of rape, fondling, incest, or statutory rape as used in the FBI’s Uniform Crime Reporting system. A sex offense is any sexual act directed against another person, without the consent of the victim, including instances where the victim is incapable of giving consent.

**Rape** – Rape is defined as the penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim.

The Commonwealth of Massachusetts defines Rape as:

Whoever has sexual intercourse or unnatural sexual intercourse with a person, and compels such person to submit by force and against his will, or compels such person to submit by threat of bodily injury and if either such sexual intercourse or unnatural sexual intercourse results in or is committed with acts resulting in serious bodily injury, or is committed by a joint enterprise, or is committed during the commission or attempted commission of an offense defined in section fifteen A, fifteen B, seventeen, nineteen, or twenty-six of this chapter, section fourteen, fifteen, sixteen, seventeen, or eighteen of chapter two hundred and sixty-six or section ten of chapter two hundred and sixty-nine shall be punished by imprisonment in the state prison for life or for any term of years.

No person serving a sentence for a second or subsequent such offense shall be eligible for furlough, temporary release, or education, training, or employment programs established outside a correctional facility until such person shall have served two-thirds of such minimum sentence or if such person has two or more sentences to be served otherwise than concurrently, two-thirds of the aggregate of the minimum terms of such several sentences.

Whoever has sexual intercourse or unnatural sexual intercourse with a person and compels such person to submit by force and against his will, or compels such person to submit by threat of bodily injury, shall be punished by imprisonment in the state prison for not more than twenty years; and whoever commits a second or subsequent such offense shall be punished by imprisonment in the state prison for life or for any term or years.

**Fondling** – Fondling is defined as the touching of the private parts of another person for the purposes of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity.

**Incest** – Incest is defined as non-forcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.

**Statutory Rape** – Statutory Rape is defined as non-forcible sexual intercourse with a person who is under the statutory age of consent.



# Programs Available on Campus to Prevent Domestic Violence, Dating Violence, Sexual Assault, and Stalking

## Simmons University Violence Prevention and Educational Outreach Program

The Simmons University Violence Prevention and Educational Outreach Program (VPEO) works to educate and spread awareness around forms of gender-based violence (sexual harassment, sexual assault, intimate partner violence, stalking, etc.), to prevent the occurrence of violence on our campus or impacting our community, to familiarize community members with Simmons policy and protocol to address and respond to these issues if they arise, and to support and advocate for student survivors (victims) of violence. VPEO programs, advocacy, and survivor support services are available to all students\* regardless of undergraduate or graduate degree status, age, sexuality, or gender identity who have been impacted by gender-based discrimination or violence on or off campus.

*\*Faculty and staff who need support around gender-based violence should contact the University's Associate General Counsel, Title IX Coordinator and Associate Vice President Gretchen Groggel Ralston for support or resources. She can be reached at 617-521-2768 and [groggel@simmons.edu](mailto:groggel@simmons.edu).*

## Betsy's Friends

The Betsy's Friends Peer Education Program is comprised of a passionate and diverse group of students who use peer education as a way to end gender-based violence in the Simmons community. This program focuses on prevention, education, and awareness around important topics such as domestic/dating violence, sexual assault, coercion, stalking, and bystander intervention. They also facilitate programming around healthy, safe, and respectful relationships and consensual sex. This program is advised by the Simmons University Violence Prevention and Educational Outreach Program (VPEO). For more information, please contact VPEO at 617-521-2118.

## The Title IX Core Team

The Title IX Core Team is comprised of members from the Office of Student Life, Police and Public Safety, and the Office of the General Counsel. The goals of the committee are to ensure that accurate and consistent information and resource options are shared with sexual assault survivors, to establish and review protocols for responding to sexual assault, to communicate and coordinate services while respecting the survivor's confidentiality, to compile resources to share with survivors of sexual assault, to make recommendations and assist in coordination of program development and prevention efforts, and to ensure accurate reporting and recordkeeping of sexual assault.

## Bystander Intervention Training

Bystander intervention offers safe and positive options that may be carried out by an individual or individuals to prevent harm or intervene when there is a risk of domestic violence, dating violence, sexual assault, or stalking. Bystander intervention includes recognizing situations of potential harm, understanding cultural conditions that facilitate violence, overcoming barriers to intervening, identifying safe and effective intervention options, and taking action to intervene. Such action should be prudent and with regard for one's own safety. Contact law enforcement and seek assistance from faculty, staff, or other persons in authority to end the abuse.

## How to Be an Active Bystander

Bystanders play a critical role in the prevention of sexual and relationship violence. They are “individuals who observe violence or witness the conditions that perpetuate violence. They are not directly involved but have the choice to intervene, speak up, or do something about it.”<sup>1</sup> We want to promote a culture of community accountability where bystanders are actively engaged in the prevention of violence without causing further harm. We may not always know what to do, even if we want to help. Below is a list<sup>2</sup> of some ways to be an active bystander. If you or someone else is in immediate danger, dial 911. This could be when a person is yelling at or being physically abusive toward another and it is not safe for you to interrupt.

1. Watch out for your friends and fellow students/employees. If you see someone who looks like they could be in trouble or need help, ask if they are okay.
2. Confront people who seclude, hit on, try to make out with, or have sex with people who are incapacitated.
3. Speak up when someone discusses plans to take sexual advantage of another person.
4. Believe someone who discloses sexual assault, abusive behavior, or experience with stalking.
5. Refer people to on- or off-campus resources listed in this document for support in health, counseling, or with legal assistance.

## Risk Reduction

With no intent to victim blame and recognizing that only abusers are responsible for their abuse, the following are some strategies to reduce one’s risk of sexual assault or harassment (taken from the Rape, Abuse & Incest National Network, [rainn.org](http://rainn.org)).

1. Be aware of your surroundings. Knowing where you are and who is around you may help you to find a way to get out of a bad situation.
2. Try to avoid isolated areas. It is more difficult to get help if no one is around.
3. Walk with purpose. Even if you don’t know where you are going, act like you do.
4. Trust your instincts. If a situation or location feels unsafe or uncomfortable, it probably isn’t the best place to be.
5. Try not to load yourself down with packages or bags, as this can make you appear more vulnerable.
6. Make sure your cell phone is with you and charged and that you have cash money.
7. Don’t allow yourself to be isolated with someone you don’t trust or someone you don’t know.
8. Avoid putting headphones in both ears so that you can be more aware of your surroundings, especially if you are walking alone.
9. When you go to a social gathering, go with a group of friends. Arrive together, check in with each other throughout the evening, and leave together. Knowing where you are and who is around you may help you to find a way out of a bad situation.

---

<sup>1</sup> Burn, S.M. (2009). A situational model of sexual assault prevention through bystander intervention. *Sex Roles*, 60, 779-792.

<sup>2</sup> Bystander intervention strategies adapted from Stanford College’s Office of Sexual Assault & Relationship Abuse.

10. Trust your instincts. If you feel unsafe in any situation, go with your gut. If you see something suspicious, contact law enforcement immediately (local authorities can be reached by calling 911 in most areas of the U.S.).
11. Don't leave your drink unattended while talking, dancing, using the restroom, or making a phone call. If you've left your drink alone, just get a new one.
12. Don't accept drinks from people you don't know or trust. If you choose to accept a drink, go with the person to the bar to order it, watch it being poured, and carry it yourself. At parties, don't drink from the punch bowls or other large, common open containers.
13. Watch out for your friends, and vice versa. If a friend seems out of it, is way too intoxicated for the amount of alcohol they've had, or is acting out of character, get them to a safe place immediately.
14. If you suspect you or a friend has been drugged, contact law enforcement immediately (local authorities can be reached by calling 911 in most areas of the U.S.). Be explicit with doctors so they can give you the correct tests (you will need a urine test and possibly others).
15. If you need to get out of an uncomfortable or scary situation, here are some things that you can try:
  - Remember that being in this situation is not your fault. You did not do anything wrong; it is the person who is making you uncomfortable that is to blame.
  - Be true to yourself. Don't feel obligated to do anything you don't want to do. "I don't want to," is always a good enough reason. Do what feels right to you and what you are comfortable with.
  - Have a code word with your friends or family so that if you don't feel comfortable, you can call them and communicate your discomfort, without the person you are with knowing. Your friends or family can then come to get you or make up an excuse for you to leave.
  - Lie. If you don't want to hurt the person's feelings it is better to lie and make up a reason to leave than to stay and be uncomfortable, scared, or worse. Some excuses you could use are: needing to take care of a friend or family member, not feeling well, having somewhere else that you need to be, etc.
16. Try to think of an escape route. How would you try to get out of the room? Where are the doors? Windows? Are there people around who might be able to help you? Is there an emergency phone nearby?
17. If you and/or the other person have been drinking, you can say that you would rather wait until you both have your full judgment before doing anything you may regret later.

For more information about bystander intervention or to get involved with campus-based bystander intervention initiatives, contact Violence Prevention and Educational Outreach (VPEO) at 617-521-2118.

## Education and Prevention Programs

For the 2018 academic year, the University provided a variety of educational programs for students and employees regarding domestic violence, dating violence, sexual assault, and stalking. This educational programming consists of primary prevention and awareness programs for all incoming students and new employees, and ongoing awareness and prevention campaigns for students and employees that:

1. identify domestic violence, dating violence, sexual assault, and stalking as prohibited conduct.
2. define behaviors that constitute domestic violence, dating violence, sexual assault, and stalking based on definitions provided by the Department of Education and as defined by state law as well.
3. define behaviors and actions that constitute consent to sexual activity in the Commonwealth of Massachusetts and/or based on the definition of consent found in the Simmons University Gender-Based Misconduct Policy, if state law does not define consent. It is illegal in Massachusetts to engage in sexual relations with someone who is under the age of 16 or who is incapable of giving consent. A person cannot give consent if they are intoxicated; if they are unconscious; are mentally incompetent; or are under the legal age of consent. Someone who is drunk, high, unconscious, or mentally incompetent may not be able to give consent to a sexual act. Submission is not necessarily consent. Force or a threat of force negates consent.
4. Simmons' Gender-Based Misconduct Policy is based upon effective consent. Consent to engage in sexual activity must be given knowingly, voluntarily, and affirmatively. Consent must exist from the beginning to end of each instance of sexual activity and for each form of sexual contact. Past sexual activity does not constitute consent for future acts. For more on consent, refer to the University's Gender-Based Misconduct Policy ([simmons.edu/your-simmons/commitment-inclusivity/title-ix/gender-based-misconduct-policy](https://simmons.edu/your-simmons/commitment-inclusivity/title-ix/gender-based-misconduct-policy)).
5. provide strategies for safe and positive options for bystander intervention.
6. provide information on risk reduction. Risk reduction means options designed to decrease sexual assault, relationship violence, and bystander inaction; and to increase empowerment for victims.
7. promote safety and to help individuals and communities address conditions that facilitate violence.
8. provide an overview of the information contained in the Annual Security and Fire Safety Report in compliance with the Clery Act.
9. provide information regarding:
  - a. procedures victims should follow if a crime of domestic violence, dating violence, sexual assault, or stalking occurs (as referenced in the "Procedures Victims Should Follow if a Crime of Domestic Violence, Dating Violence, Sexual Assault, or Stalking Occurs" section of this document).
  - b. how the institution will protect the confidentiality of victims and other necessary parties (as referenced in the "Assistance for Victims: Rights and Options" section of this document).
  - c. existing counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid, and other services available for victims, both within the institution and in the community (as referenced in the "Assistance for Victims: Rights and Options" section of this document).

- d. options for, available assistance in, and how to request changes to academic, living, transportation, and working situations or protective measures (as referenced in the "Assistance for Victims: Rights and Options" section of this document).
  - e. procedures for institutional disciplinary action in cases of alleged domestic violence, dating violence, sexual assault, or stalking (as referenced in the "Adjudication of Violations" section of this document).
10. consider environmental risk and protective factors as they occur on the individual, relationship, collegial, community, and societal levels.

Programs to prevent domestic violence, dating violence, sexual assault, and stalking include both primary prevention and awareness programs directed at incoming students and new employees, and ongoing prevention and awareness campaigns directed at students and employees.

The University continues to develop an annual educational campaign<sup>3</sup> consisting of presentations and distribution of educational materials to all new students, presentations and distribution of materials to all new employees during new employee orientation, and ongoing presentation of materials and educational sessions to employees and students through the academic year.

---

<sup>3</sup> Under the 2013 Reauthorization of the Violence Against Women Act, colleges must implement "primary prevention and awareness programs for all incoming students and new employees" AND "ongoing prevention and awareness campaigns for students and employees" that include certain specified information. While "campaign" is yet to be defined, examples of "primary prevention programs" as they relate to incoming students may be found here: [justice.gov/sites/default/files/ovw/legacy/2008/01/11/campus-minimum-standards-orientation.pdf](https://www.justice.gov/sites/default/files/ovw/legacy/2008/01/11/campus-minimum-standards-orientation.pdf).



# Violence Prevention and Educational Outreach Program

Prevention and Education Initiatives for January 1, 2018 - December 31, 2018:

Name of Program	Date Held	Location Held	Description
Title IX Training for January MSW Orientation	January 10, 2018	SOM 501/502	Title IX and Gender-Based Misconduct Policy, On and Off Campus Resources
Sexual Violence Prevention Training for Athletes	March 18, 2018	C101	Sexual Harassment, Sexual Assault, Intimate Partner Violence, Stalking, Title IX and Gender-Based Misconduct Policy, On and Off Campus Resources
Sexual Violence Prevention Training for Athletes	April 8, 2018	C101	Sexual Harassment, Sexual Assault, Intimate Partner Violence, Stalking, Title IX and Gender-Based Misconduct Policy, On and Off Campus Resources
June Orientation "Support and Safety at Simmons" Parent Panel, Session 1	June 21, 2018	Linda K. Paresky Conference Center	Title IX and Gender-Based Misconduct Policy, On and Off Campus Resources
June Orientation "Support and Safety at Simmons" Parent Panel, Session 2	June 23, 2018	Linda K. Paresky Conference Center	Title IX and Gender-Based Misconduct Policy, On and Off Campus Resources
Everfi Learning Module: Sexual Violence Prevention for First Year Students	July 1, 2018	Online	Bystander Intervention, Risk Reduction, Sexual Consent, Sexual Harassment, Sexual Assault, Intimate Partner Violence, Stalking, Title IX and Gender-Based Misconduct Policy, On and Off-Campus Resources
Everfi Learning Module: Sexual Violence Prevention for New Student Athletes	Starting July 1, 2018 and ongoing throughout the year to accommodate various athletic seasons	Online	Bystander Intervention, Risk Reduction, Sexual Consent, Sexual Harassment, Sexual Assault, Intimate Partner Violence, Stalking, Title IX and Gender-Based Misconduct Policy, Hazing Policy, On and Off-Campus Resources
Everfi Learning Module: Sexual Violence Prevention for Returning Student Athletes	Starting July 1, 2018 and ongoing throughout the year to accommodate various athletic seasons	Online	Bystander Intervention, Risk Reduction, Sexual Consent, Sexual Harassment, Sexual Assault, Intimate Partner Violence, Stalking, Title IX and Gender-Based Misconduct Policy, Hazing Policy, On and Off-Campus Resources
Title IX Training for MSW Orientation	August 30, 2018	Linda K. Paresky Conference Center	Sexual Consent, Sexual Harassment, Sexual Assault, Intimate Partner Violence, Stalking, Title IX and Gender-Based Misconduct Policy, On and Off-Campus Resources
Title IX Training for Graduate Nursing Orientation	August 30, 2018	Classroom In Park Science	Sexual Consent, Sexual Harassment, Sexual Assault, Intimate Partner Violence, Stalking, Title IX and Gender-Based Misconduct Policy, On and Off-Campus Resources

## Annual Security and Fire Safety Report

Name of Program (continued)	Date Held (continued)	Location Held (continued)	Description (continued)
Sexual Consent Workshop for First Year Students During Fall Orientation (Session 1)	September 1, 2018	Alumnae Hall	Sexual Consent, Sexual Assault, Intimate Partner Violence, Stalking, Title IX and Gender-Based Misconduct Policy, Substance Use and Safe Partying, On and Off-Campus Resources
Sexual Consent Workshop for First Year Students During Fall Orientation (Session 2)	September 1, 2018	Alumnae Hall	Sexual Consent, Sexual Assault, Intimate Partner Violence, Stalking, Title IX and Gender-Based Misconduct Policy, On and Off-Campus Resources
Title IX and Gender-Based Misconduct Policy for First Year Students During Fall Orientation (Session 1)	September 1, 2018	Holmes Sports Center	Bystander Intervention, Risk Reduction, Sexual Consent, Sexual Harassment, Sexual Assault, Intimate Partner Violence, Stalking, Title IX and Gender-Based Misconduct Policy, On and Off-Campus Resources
Title IX and Gender-Based Misconduct Policy for First Year Students During Fall Orientation (Session 2)	September 1, 2018	Holmes Sports Center	Bystander Intervention, Risk Reduction, Sexual Consent, Sexual Harassment, Sexual Assault, Intimate Partner Violence, Stalking, Title IX and Gender-Based Misconduct Policy, On and Off-Campus Resources
Title IX and Gender-Based Misconduct Policy for Transfer Students During Fall Orientation	September 2, 2018	Mesick Classroom	Bystander Intervention, Risk Reduction, Sexual Consent, Sexual Harassment, Sexual Assault, Intimate Partner Violence, Stalking, Title IX and Gender-Based Misconduct Policy, On and Off-Campus Resources
F.A.C.E.S Training on Gender Identity for First Year Students During Fall Orientation	September 2, 2018	Holmes Sports Center	Gender Identity, Sexual Harassment, Transmisia

### Secondary Prevention and Education Initiatives:

Name of Program	Date Held	Location Held	Description
Healthy Communication and Boundary Setting in Relationships Workshop	February 7, 2018	Kotzen Room	Healthy Relationships, Sexual Consent, Boundary Setting and Healthy Communication
Vagina Monologues Tabling	February 17, 2018 February 18, 2018	Linda K. Paresky Conference Center	Sexual Consent, Boundary Setting and Healthy Communication, On and Off-Campus Resources
Healthy Intimacy Zine Making Event	February 19, 2018	Student Activities Center	Healthy Relationships, Sexual Consent, Boundary Setting and Healthy Communication
An Examination of Hook-Up and Rape Cultures Lunch and Learn	February 20, 2018	Lefavour Classroom	Rape Culture, Hook-Up Culture, Sexual Assault, Sexual Consent
Sexual Pleasure, Health, and Advocacy	February 21, 2018	Lefavour Classroom	Healthy Relationships, Sexual Consent, Boundary Setting and Healthy Communication

<b>Name of Program (continued)</b>	<b>Date Held (continued)</b>	<b>Location Held (continued)</b>	<b>Description (continued)</b>
Sexual Health and Consent in Communities of Color Workshop	February 22, 2018	Multicultural Center	Healthy Relationships, Sexual Consent, Boundary Setting and Healthy Communication
Reclaiming Healthy Sexuality, Boundary Setting and Consent after Sexual Trauma	February 23, 2018	P304E Brackett Room	Survivor Support, Healthy Relationships, Sexual Consent, Boundary Setting and Healthy Communication, On and Off-Campus Resources
Good Vibrations Sexual Health and Consent Workshop	February 28, 2018	Special Functions Room	Sexual Consent, Boundary Setting and Healthy Communication, On and Off-Campus Resources
"Surviving #MeToo: When Activism Work is Your Life" Workshop	April 2, 2018	Multicultural Center	Survivor Self Care, Activism, Sexual Consent, Boundary Setting and Healthy Communication, Rape Culture, On and Off-Campus Resources
Take Back the Night Zine Making Table	April 3, 2018	Student Activities Center	Survivor Self Care, Activism, Sexual Consent, Boundary Setting and Healthy Communication, Rape Culture, On and Off-Campus Resources
Take Back the Night Poster Making Night and Survivor Activist Self Care	April 4, 2018	Special Functions Room	Survivor Self Care, Activism, Sexual Consent, Boundary Setting and Healthy Communication, Rape Culture, On and Off-Campus Resources
Screening of "The Hunting Ground" Documentary and Discussion	April 9, 2018	C101	Activism, Rape Culture, Sexual Assault, Survivor Self Care, Title IX and Gender-Based Misconduct Policy, On and Off-Campus Resources
"How to Adult" Fair, Healthy Relationships Table	April 10, 2018	Kotzen Room	Healthy Relationships, Intimate Partner Violence, Sexual Consent, Boundary Setting and Healthy Communication
Survivor Vision Board Making Event	May 1, 2018	Student Activities Center	Survivor Self Care, On and Off-Campus Resources
Boston Public Health Commission's Start Strong Break Up Summit	July 26, 2018	Linda K. Paresky Conference Center	Healthy Relationships, Healthy Break Ups, Sexual Consent, Boundary Setting and Healthy Communication
Take Back the Night Rally, March and Speak Out	September 5, 2018	Residential Quad, COF Neighborhood, and Linda K. Paresky Center	Survivor Self Care, Activism, Sexual Consent, Boundary Setting and Healthy Communication, Rape Culture, On and Off-Campus Resources
Take Back the Night Survivor Self Care Brunch	September 6, 2018	MCB Classroom	Survivor Self Care, Activism, On and Off-Campus Resources
Title IX information added to the Simmons Explore Class Syllabi to be accessed by all First Year Students	September 1, 2018	Printed in Syllabi	Link to Title IX and Gender-Based Misconduct, On and Off-Campus Resources
Betsy's Friends Peer Education Program Table at the Connections Carnival	September 17, 2018	Outdoors on Academic Quad	Sexual Assault, Sexual Consent, Intimate Partner Violence, Healthy Relationships, Online Dating and Meet-Up Safety, How to Help a Friend, On and Off-Campus Resources

**Annual Security and Fire Safety Report**

<b>Name of Program (continued)</b>	<b>Date Held (continued)</b>	<b>Location Held (continued)</b>	<b>Description (continued)</b>
Kavanagh Hearings: Community Solidarity and Survivor Support Event	September 27, 2018	Faculty/Staff Dining Room	Sexual Harassment, Sexual Assault, Rape Culture, Survivor Healing, On and Off-Campus Resources
Passive Programming: Sexual Consent Bulletin Board	October 1 to 30, 2018	Student Activities Center	Sexual Consent, Boundary Setting and Healthy Communication
LGBTQ Healthy Relationships Tabling Event	October 11, 2018	The Fens	Healthy Relationships, Sexual Consent, Intimate Partner Violence
Reach For the Stars Gala to Raise Awareness of Intimate Partner Violence	October 13, 2018	InterContinental Boston	Intimate Partner Violence, Off-Campus Resources
Movie Screening and Discussion about Intimate Partner Violence in Communities of Color	October 15, 2018	Multicultural Center	Intimate Partner Violence
Violence Prevention and Educational Outreach Program Public Safety Week Table	October 15, 2018	Common Grounds	Sexual Consent, Sexual Assault, Intimate Partner Violence, Stalking, Title IX and Gender-Based Misconduct Policy, On and Off-Campus Resources
Intimate Partner Violence in Black Communities Workshop	October 18, 2018	Multicultural Center	Intimate Partner Violence, Healthy Relationships
Violence Prevention and Educational Outreach Program Student Government Association Meeting Presentation	October 24, 2018	C101	Title IX and Gender-Based Misconduct Policy, How to Help a Friend, On and Off-Campus Resources
Halloween Boo-Tacular Halloween Party	October 25, 2018	Student Activities Center	Bystander Intervention, How To Help A Friend, Personal Safety, Risk Reduction, Substance Use and Safe Partying, Sexual Consent, On and Off-Campus Resources
Red Sox World Series Parade Safety Instagram Campaign	October 30, 2018	Violence Prevention and Educational Outreach Program's Instagram Account	Personal Safety, Risk Reduction, Substance Use and Safe Partying
Passive Program: Bulletin Board on Domestic Violence Awareness Month	November 1 to 30, 2018	Student Activities Center	Intimate Partner Violence
Simmons Explore General Education Class Session Dedicated to Bystander Intervention and How to Help a Friend for all First Year Students	November 5, 2018 November 6, 2018 November 7, 2018 November 8, 2018 November 9, 2018	Various classrooms throughout campus	Bystander Intervention, How To Help a Friend, On and Off-Campus Resources

Name of Program (continued)	Date Held (continued)	Location Held (continued)	Description (continued)
Dynamics of Intimate Partner Violence Workshop	November 7, 2018	Special Functions Room	Intimate Partner Violence, Healthy Relationships, On and Off-Campus Resources
Intimate Partner Violence Awareness Holiday Card-Making Event for residents of a local domestic violence shelter	November 7, 2018	Student Activities Center	Intimate Partner Violence, Healthy Relationships, On and Off-Campus Resources
Passive Programming: Bulletin Board on Transgender Day of Remembrance	November 10, 2018 November 11, 2018 November 12, 2018 November 13, 2018 November 14, 2018 November 15, 2018 November 16, 2018	Student Activities Center	Gender Identity, Transmisia, Gender-Based Misconduct
Survivor Self Care Event with "Mason Jar" Activity	November 12, 2018	Student Activities Center	Survivor Healing and Self Care, On and Off-Campus Resources
Transgender Health and Wellness Table	November 19, 2018	Student Activities Center	Gender Identity, Sexual Harassment, Sexual Assault, Intimate Partner Violence, Title IX and Gender-Based Misconduct Policy, On and Off-Campus Resources
"6 Self-Care Tips for Survivors" Instagram Campaign	November 19, 2018	Violence Prevention and Educational Outreach Program's Instagram Account	Survivor Healing and Self-Care
Transgender Day of Remembrance	November 19, 2018	Kotzen Room	Gender Identity, Transmisia, Gender-Based Misconduct
Passive Programming: "Donut" Forget About Self Care Bulletin Board	December 1 to 30, 2018	Student Activities Center	Survivor Healing and Self Care
Public Health, Health Disparities and Gender-Based Violence Workshop	December 5, 2018	SOM 5th Floor Dining Room	Gender-Based Violence, Sexual Assault, Intimate Partner Violence, Family Violence
The Art of Healing Survivor Self Care "Shay Butter Organics" Workshop	December 13, 2018	Multicultural Center	Survivor Healing and Self Care, Healthy Relationships, Sexual Consent, On and Off-Campus Resources
Violence Prevention and Educational Outreach Program and Health, Wellness and Recreation Winter Warmer Event	December 17, 2018	Student Activities Center	On and Off-Campus Resources, Healthy Relationships, Sexual Consent, Annual Program Evaluation



The University offered the following staff trainings in 2018:

Name of Program	Date Held	Location Held	Description
Title IX and Simmons Gender-Based Misconduct Policy training for RA's	January 11, 2018	Management and Academic Building Classroom	Sexual Harassment, Sexual Assault, Intimate Partner Violence, Stalking, Title IX and Responsible Employee Training, On and Off-Campus Resources
First Responder Training: Residence Life After Hours Protocol for RA's	January 12, 2018	Wheelock College, Alumni Room	First Responder and Protocol Training for Employees
Betsy's Friend Peer Education Retreat	February 3, 2018 February 4, 2018	Lefavour Classrooms	Sexual Harassment, Sexual Assault, Intimate Partner Violence, Stalking, On and Off- Campus Resources, Title IX and Responsible Employee Training
Simmons Explore (Bystander Intervention / How to Help a Friend) Facilitator Training	August 17, 2018	Kotzen Room	Bystander Intervention, How to Help a Friend, Personal Safety, On and Off-Campus Resources
Training for RA's on Title IX, After-hours Title IX Protocol, and Reporting Mandates	August 22, 2018	M222	Sexual Harassment, Sexual Assault, Intimate Partner Violence, Stalking, On and Off- Campus Resources, First Responder and Protocol Training for Employees, Title IX and Responsible Employee Training
Orientation Leader Training	August 29, 2018	L008	On and Off-Campus Resources, First Responder and Protocol Training for Employees, Title IX and Responsible Employee Training
Mandatory Sexual Harassment Training for Faculty and Staff, Hosted by HR	September 17, 2018	M501/502	Sexual Harassment, Campus Policies, On and Off-Campus Resources
Peer Education Training Retreat for Violence Prevention and Health and Wellness Peer Educators	September 21, 2018 September 22, 2018	Management and Academic Building Classroom	Bystander Intervention, How to Help a Friend, Risk Reduction, Sexual Consent, Sexual Harassment, Sexual Assault, Intimate Partner Violence, Stalking, Title IX and Gender-Based Misconduct Policy, On and Off-Campus Resources
Dynamics of Intimate Partner Violence Workshop	November 7, 2018	Special Functions Room	Intimate Partner Violence, Healthy Relationships, On and Off-Campus Resources
Training for Residence Life Professional Staff	November 9, 2018	L201	Sexual Harassment, Sexual Assault, Intimate Partner Violence, Stalking, On and Off- Campus Resources, First Responder and Protocol Training for Employees, Title IX and Responsible Employee Training

The University offered the following programs in 2018:

Name of Program	Date Held	Location Held	Description
January Orientation: Title IX	January 16, 2018	M104	Title IX and Gender-Based Misconduct Policy, Campus Resources
Athletics Title IX Training	February 20, 2018	Crane Room	Title IX
Department of Sociology Title IX Training	April 18, 2018	Shephard Room	Title IX and Gender-Based Misconduct Policy, Campus Resources
University Contracts and Intro to Title IX Training for New Employees	September 28, 2018	L006	University Contract Requirements, Title IX and Gender-Based Misconduct Policy, Campus Resources
Title IX Training	October 12, 2018	Public Safety Conference Room	Title IX and Gender-Based Misconduct Policy
Title IX Training	October 15, 2018	C106	Title IX and Gender-Based Misconduct Policy, Campus Resources

The University offered the following programs from the Center for Excellence in Teaching (CET) in 2018:

Name of Program	Date Held	Location Held	Description
Teaching for Inclusive Excellence I Seminars (TIES I)	December 19, 2018	Kotzen Meeting Room	Simmons' Center for Excellence in Teaching and Romney Associates collaborated to offer the "Teaching for Inclusive Excellence Seminar." In this one-day training, faculty members learned about the AAC&U Inclusive Excellence framework; discussed diversity, equity, and inclusion as they relate to the disciplines; discussed and applied Ambrose's framework for "explicitly centralizing courses," and discussed how to apply these concepts to course and program revision for DEI. The afternoon focused on brainstorming and discussion around ground rules, gender pronouns, and approachability; four key concepts that facilitate and impede excellence in the classroom, including stereotype threat, implicit bias, privilege, and micro aggressions; strategies for structuring difficult dialogues, and the application of these approaches to case studies related to facilitating difficult conversations on critical issues.

Name of Program (continued)	Date Held (continued)	Location Held (continued)	Description (continued)
Teaching for Inclusive Excellence II Seminars (TIES II)	Eight sessions: January 10, 2018 January 11, 2018 April 27, 2018 May 25, 2018 June 4, 2018 June 6, 2018 December 13, 2018 December 20, 2018	Kotzen Meeting Room	Simmons' Center for Excellence in Teaching and Romney Associates collaborated again to offer TIES II, which continued the participant-centered, dialogue-based approach; built on work from TIES I; and expanded the focus to equity and excellence in teaching and learning. Faculty reflected on how their identities have impacted their experiences as both students and as faculty and discussed challenges faced by marginalized, underrepresented, and other types of students for whom attention to equitable approaches is especially important in teaching and learning. The seminar focused on data around equity and excellence in higher education; faculty also reviewed and discussed teaching strategies and approaches that promote inclusive excellence and equity in teaching and learning, both drawn from the literature and from their experience. Participants also explored the principles of democratic dialogue and their application to equitable classroom discussion.
Faculty Learning Community: Teaching Strategies to Engage Students of All Cultural Backgrounds	Five Sessions: January 30, 2018 February 22, 2018 March 22, 2018 April 19, 2018 May 8, 2018	P304E	This yearlong program was devoted to examining and implementing evidence-based alternatives for teaching and engaging students of diverse cultural backgrounds. Participants explored teaching and learning processes that build upon cultural values. Members considered definitions of success, perspectives, on community and context, as well as established means of gathering, knowing, using, and sharing information.
The Importance of Race-Critical Perspective at a Primarily White Institution	February 8, 2018	P304E	Participants joined Dr. Joyce M. Bell, Sociology Professor at the University of Minnesota and expert on race, social movements, and the professions, in a session on the Importance of a Race-Critical Perspective in the Classroom at a Predominantly White Institution. Participants were encouraged to read Dr. Bell's article "The Importance of a Race-Critical Perspective in the Classroom."

Name of Program (continued)	Date Held (continued)	Location Held (continued)	Description (continued)
CET Faculty Lunchtime Dialogue: Teaching Students with Mental Health Concerns	February 21, 2018	Special Functions Room	Mental Health concerns are growing among college students at Simmons and nationwide, and this can create challenges for teaching. This dialogue was instructed as a Q&A session, in which a group of colleagues with expertise relevant to this topic discussed questions about supporting students with mental health concerns while fostering a learning environment in which everyone can succeed. Questions that participants and facilitators addressed were: What do you do if a student misses class when the course has attendance requirements? What do you do when a student feels too anxious to make a class presentation? What should be done for a student who requests considerations other than those indicated in their accommodation letter?
Keynote and Book Discussion with Dr. Beverly Tatum	April 23, 2018	Special Functions Room	The Center for Excellence in Teaching, the Simmons Multicultural Center, the Friars Leaders Program, and the Organizational Culture, Inclusion and Equity offices collaborated to organize a conversation on race on campus with Dr. Beverly Tatum. Dr. Tatum facilitated a student reception/lunch, a faculty book discussion on her book "Why Are All the Black Kids Sitting Together in the Cafeteria? And Other Campus Conversations about Race in the 21st Century," and a community keynote
Accessibility Workshops	Four sessions; AM and PM: May 22, 2018 May 23, 2018	Kotzen Meeting Room	Kirsten Behling, the Director of Student Accessibility Services at Tufts University, hosted this workshop on creating accessible courses for all students. The workshop addressed how faculty can begin making class materials more accessible for students with disabilities.
Leadership Course Design Institute—Workshop on Teaching DE&I Content	August 15, 2018	P304E	Faculty who were new to teaching in the Leadership Course (a spring semester, first-year required course in the PLAN undergraduate curriculum) attended a multi-day Course Design Institute organized by the Center for Excellence in Teaching. One of these Institutes was offered through a series of workshops spread across the fall semester. These included a workshop, led by Lisa Smith-McQueenie, that was devoted to leading faculty through hands-on, experiential learning exercises in order to give them tools, examples, and a foundation to teach diversity, equity, and inclusion content in their individual Leadership courses.

Name of Program (continued)	Date Held (continued)	Location Held (continued)	Description (continued)
STAR Scholars Program	August 22, 2018 August 23, 2018 September 26, 2018 (continued meeting through Spring 2019)	P304E	The STAR Scholars program is a structured, year-long professional development and institutional capacity-building program focused on improving equitable learning and student persistence through applying research and best teaching practices related to a specific topic. The program ran from August 2018 through May 2019. The STAR Scholars formed a cohort of up to eight full-time faculty members with representatives from across the Colleges; the 2018-19 topic will be "Pedagogical Strategies for Supporting Students with Mental Health Challenges." In the fall, the Scholars focused on supporting students with mental health challenges in one or more of their classes through designing and implementing a pedagogical change project.
Digital Accessibility Presentation (Paul Catanzano)	November 27, 2018	P304E	In partnership with the General Counsel's Office, the Center for Excellence in Teaching hosted Attorney Phil Catanzano (from the law firm of Holland & Knight) who offered a program on "Accessibility at Simmons: The Legal Framework and Some Practical Approaches." He addressed legal requirements, standards for compliance, and basic considerations to keep in mind when preparing digital materials.
CET Faculty Lunchtime Dialogue: Creating Student-Centered Syllabi	November 29, 2018	P304E	Contents and layouts of syllabi can vary widely. What it conveys about the professor, the course, and expectations can be very different depending on the course. This dialogue focused on discussing cutting-edge ideas on ways to make syllabi more effective.
Accessibility Workshop (Bevin Rainwater)	Two Sessions: AM and PM: December 10, 2018	P304E	This was a practical, "nuts and bolts" hands-on session that helped faculty make course content accessible to students with sensory challenges. The workshop discussed best practices, five easy tips for getting started, and focused primarily on tools available in Microsoft Word and PowerPoint to create new documents that are accessible and to adjust existing documents to become more accessible.



## Sexual Assault/Sex Offenses

Simmons University is committed to maintaining a safe environment for members of its community. Simmons University prohibits rape, any form of domestic violence, dating violence, sexual assault, stalking, or any other violence. Simmons University Police and Public Safety has sexual assault investigators who can be of assistance, including contacting the local police authorities, if desired. Police and Public Safety can also assist in identifying University support services for victims of crimes. Students who are victims of sexual assault will be offered immediate medical treatment and counseling support at either the on-campus Health Center or off campus at the Beth Israel Deaconess Medical Center (BIDMC).

Simmons University Police and Public Safety can provide transportation to the Health Center or to the BIDMC whether or not an incident report is filed with the police. It is up to the victim to decide if such a report should be filed or not. A medical escort can be requested without divulging that an assault or rape has occurred.

When a rape or sexual assault is reported, there is no requirement that the victim files criminal charges or testifies in court. However, it is important to preserve any physical evidence as proof of an assault, should the victim decide to press charges at a later date. Students are also encouraged to report incidents of sexual assault to Simmons Police and Public Safety at 617-521-1111 or the Title IX Coordinator, Gretchen Groggel Ralston at 617-521-2768, in order to receive coordinated services from the University and/or the surrounding community. Victim witness assistance is available from Simmons Police and Public Safety for help in obtaining restraining orders or other legal proceedings in collaboration with local police authorities.

Services of Simmons University Police and Public Safety, the Health Center, and the Counseling Center are confidential to the extent permitted by law and Simmons' obligations to protect the safety and well-being of members of its community. With a student's consent, a representative from Student Life may be notified in order to offer a coordinated response. Information is only shared on a "need-to-know" basis, generally only after receiving student permission.

Pursuant to the Campus Sex Crime Prevention Act, Simmons University Police and Public Safety will maintain records provided by the Massachusetts Sex Offender Registry Board of registered sex offenders who have indicated that they are employed or enrolled at Simmons University. Any member of the community who wishes to review such information should contact Simmons University Police and Public Safety during normal business hours. For further information concerning the crimes for which convicted offenders must register, or regarding additional access to records of registered sex offenders, contact the Massachusetts Sex Offender Registry Board at 978-740-6400 or visit [mass.gov/eopss/agencies/sorb](http://mass.gov/eopss/agencies/sorb).

## Reporting Domestic Violence, Dating Violence, Sexual Assault, or Stalking

### Seek Safety

Any person who is the victim of domestic violence, dating violence, sexual assault, or stalking should seek safety immediately. On campus, call Simmons University Police and Public Safety at 617-521-1111 for assistance. Off campus, call 911 to contact the local police department. If you have been the victim of domestic violence, dating violence, sexual assault, or stalking, you should report the incident promptly to the Title IX Coordinator, Gretchen Groggel Ralston, Associate General Counsel and Associate Vice President, 300 The Fenway, Main College Building, E200, [groggel@simmons.edu](mailto:groggel@simmons.edu), 617-521-2768. You may submit a report by calling, writing, or coming into the office to report in person to Police and Public Safety (if the victim so desires). Reports of all domestic violence, dating violence, sexual assault, and stalking made to Police and Public Safety will automatically be referred to the Title IX Coordinator for investigation regardless of if the Complainant chooses to pursue criminal charges.

### Seek Immediate Medical Attention

It is important to receive immediate medical attention even if you do not have apparent physical injuries. Locally, the Beth Israel Deaconess Medical Center has special medical teams that work with victims of sexual offenses. A medical exam that includes a general physical exam and an exam to check for internal injuries will most likely be suggested. Also, the victim can choose to be tested for pregnancy and sexually transmitted diseases. A medical exam does not require the victim to press charges.

### Preserve Evidence of Domestic Violence, Dating Violence, Sexual Assault, and Stalking

After an incident of sexual assault or domestic violence, the victim should consider seeking medical attention as soon as possible at Beth Israel Deaconess Medical Center. In Massachusetts, evidence may be collected even if the victim chooses not to make a report to law enforcement and will be held for at least six months while the victim decides whether or not to file a complaint with police. It is important that a victim of sexual assault not bathe, douche, smoke, change clothing, or clean the bed/linen/area where they were assaulted if the offense occurred within the past 72 hours, so that evidence may be preserved that may assist in proving that the alleged criminal offense occurred, is occurring, or may be helpful in obtaining a protection order. In circumstances of sexual assault, if victims do not opt for forensic evidence collection, healthcare providers can still treat injuries and take steps to address concerns of pregnancy and/or sexually transmitted disease. Victims of domestic violence, dating violence, sexual assault, or stalking are encouraged to also preserve evidence by saving text messages, instant messages, social networking pages, and other communications, and by keeping pictures, logs, or other copies of documents, if they have any, that would be useful to the University's administrative investigators or police.

## Title IX and the Title IX Coordinators

At Simmons University, we recognize the inherent dignity and worth of each member of our community which includes the right to live, learn, and work in an environment free from sexual misconduct. In compliance with the Massachusetts General Law Chapter 151B, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, and Title VII of the Civil Rights Act of 1964 and other federal and state laws, Simmons University prohibits any student, faculty, staff, vendor, or visitor from engaging in gender-based misconduct or discriminating against any other member of the Simmons University community.

The Title IX Coordinator and Deputy Title IX Coordinator, working with other members of the Title IX Team, will ensure a timely, effective, impartial, and consistent response to all reports of sexual misconduct.

The Title IX Team consists of Coordinators and trained investigators within the Student Life, Human Resources, General Counsel, and Provost offices. Sometimes the Title IX Team may ask a trained investigator who is not an employee of Simmons to investigate a complaint of sexual misconduct.

### **Title IX Coordinator** (primary contact for employee complaints)

Gretchen Groggel Ralston  
Associate General Counsel and Associate Vice President  
300 The Fenway, Main College Building, E200  
Boston, MA 02115  
617-521-2768  
[groggel@simmons.edu](mailto:groggel@simmons.edu)

### **Deputy Title IX Coordinator** (primary contact for student complaints)

Nancy Nienhuis  
Associate Dean for Student Life  
300 The Fenway, Main College Building, C210  
Boston, MA 02115  
617-521-2125  
[nancy.nienhuis@simmons.edu](mailto:nancy.nienhuis@simmons.edu)

Victims of domestic violence, dating violence, sexual assault, or stalking who would like assistance with accommodations, interim measures, and an internal investigation should seek out one of the Non-Confidential Resources listed on the next page.

The University strongly encourages all members of its community to report violations to law enforcement in the jurisdiction where the crime occurred. For example, if the incident occurred on campus, you can report the incident to Simmons University Police and Public Safety or to the Boston Police Department's Sexual Assault Division at 617-343-4400. In the event the incident occurred out of the area, you can report the incident to the local law enforcement in the jurisdiction where the offense occurred. It is a victim's choice whether or not to make such a report, and victims have the right to decline involvement by the police. If you would like to contact the Boston Police, call Simmons Police and Public Safety at 617-521-1111 and the police officers on duty will assist you in notifying local law enforcement. If you would like to speak with someone about what has happened, but you want to keep the matter confidential, you are encouraged to seek out the confidential resources listed on the next page.

## Non-Confidential Resources

Disclosing to one of these resources may require the University to conduct a civil rights or criminal investigation.

Jessica Samuels, Director, Residence Life	617-521-1101
Nancy Nienhuis, Deputy Title IX Coordinator	617-521-2125
Gretchen Groggel Ralston, Title IX Coordinator	617-521-2768
Susan Antonelli, Dean for Student Life	617-521-2117
Tim Rogers, Assistant Dean/Director of Accessibility Services	617-521-2470
Police and Public Safety Emergency Number	617-521-1111
Police and Public Safety Non-Emergency Number	617-521-1112
Boston Police Sexual Assault Division	617-343-4400

## Confidential Resources

Reporting to these resources may remain confidential.

Counseling and Mental Health Services	617-521-2455
Sherri Ettinger, Director, Counseling Center	617-521-2451
Gina Capra, Assistant Dean and Director, Violence Prevention and Educational Outreach Program	617-521-2118
Simmons University Health Center	617-521-1020
Jennifer Staton, Nurse Practitioner, Simmons University Health Center	617-521-1006
Boston Area Rape Crisis Center	617-492-RAPE or 911
Beth Israel Deaconess Center for Violence Prevention and Recovery	617-667-8141
Bonnie-Jeanne Casey, Program Manager, Spiritual Life	617-521-2489

# Procedures the University Will Follow When Receiving a Complaint of Domestic Violence, Dating Violence, Sexual Assault, or Stalking

## Adjudication of Violations

The procedures the University will follow in response to a report of domestic violence, dating violence, sexual assault, or stalking are outlined below. The University will use the preponderance of evidence standard in its fact finding. Preponderance of evidence means that, after a thorough examination of the facts, a reasonable person could conclude that it is more likely than not that the sexual misconduct alleged to have occurred did, in fact, occur.

- Depending on when reported (immediate versus delayed report), the University will provide the Complainant with access to medical care.
- The University will assess the immediate safety needs of the Complainant.
- The University (members of Residence Life, Student Life, Title IX officials/investigators, and other responsible employees) will assist the Complainant with contacting/notifying Simmons Police and Public Safety or local police if the Complainant requests. If desired, Simmons Police and Public Safety will escort the Complainant to the local police jurisdiction. The Complainant has the right not to notify Simmons Police and Public Safety or the local police. Regardless of whether or not a report is filed, the Complainant will be provided with assistance and resources.
- The University will provide written information explaining Complainant and Respondent rights as well as information regarding on- and off-campus health, mental health, counseling, legal assistance, visa and immigration assistance, student financial aid, and victim advocacy. (Some resources may only be available off campus. If other services are available to victims on and off campus, the Complainant will be advised).
- The University will assess the need to implement interim or long-term protective measures, such as housing changes, class schedule changes, and issuance of a “no contact” order between both parties.
- The University will issue a “no trespass” order to the Respondent if deemed appropriate.
- The University will provide written instructions on how to apply for a protective order from the court.
- Simmons University Police and Public Safety or a person appointed by the Title IX Coordinator may accompany the Complainant to court to assist in the process if so desired.
- The University will provide the Complainant with Complainant’s rights concerning the University’s responsibilities regarding orders of protection, no contact orders, restraining orders, and similar lawful orders issued by a criminal, civil, or tribal court, or by the University.
- The University will provide a prompt, fair, and impartial process from the initial investigation to the final resolution.



- Investigations will be conducted and concluded within 60 days by officials who receive annual training on issues related to domestic violence, dating violence, sexual assault, and stalking and how to conduct an investigation and/or hearing process that protects the safety of victims and promotes accountability.
- The proceeding will be completed within reasonably prompt time frames designated by the University's policy, including a process that allows for the extension of time frames for good cause with written notice to the Complainant and the Respondent of the delay and the reason for the delay.
- The proceeding will be conducted in a manner that is consistent with the University's policies and transparent to the Complainant and the Respondent.
- The Complainant and the Respondent will have timely notice for meetings at which the Complainant or Respondent, or both, may be present.
- The University's disciplinary procedures will not be conducted by officials who have a conflict of interest or bias for or against the Complainant or the Respondent.
- The Complainant and the Respondent are entitled to the same opportunities to have others present during a University disciplinary proceeding, including the opportunity to be accompanied to any related meeting or proceeding by an advisor of the Complainant's choice. The University will not limit the choice of advisor or presence of either the Complainant or the Respondent in any meeting or institutional disciplinary proceeding. However, the role of the advisor is limited to only consult and advise their advisee, but not speak for the advisee at any meeting or hearing.
- The University will provide a copy of the Simmons University Gender-Based Misconduct Policy to the Complainant and Respondent and inform the Complainant and Respondent of time frames for inquiry, investigation, and resolution.
- The University will simultaneously inform the Complainant and the Respondent in writing of whether or not the Respondent will be administratively charged and the outcome of the investigation.
- The University will provide simultaneous written notification to both the Complainant and Respondent of the University's procedures to appeal the result of the University's disciplinary proceeding, if such procedures are available; any change to the result; and when such results become final.
- The University will allow for timely access to the Complainant, the Respondent, and appropriate officials to any information that will be used after the fact-finding investigation, but during formal and informal disciplinary meetings and hearings.
- The University will enforce the non-retaliation policy and take immediate and separate action against parties that retaliate against a person for complaining of sex-based discrimination or for interfering in the investigation.

Below are the procedures that the University will follow if a report of domestic violence, dating violence, sexual assault, or stalking is reported.

Incident Being Reported	Procedure University Will Follow
<b>Domestic Violence</b>	<ol style="list-style-type: none"> <li>1. University will assess the immediate safety needs of Complainant.</li> <li>2. University will assist Complainant with contacting local police if Complainant requests and provide Complainant with contact information for the local police department.</li> <li>3. University will provide Complainant with written instructions on how to apply for a protective order.</li> <li>4. University will provide Complainant with written information on how to preserve evidence.</li> <li>5. University will assess the need to implement interim or long-term protective measures to protect Complainant, if appropriate.</li> <li>6. University will provide Complainant with a written explanation of Complainant's rights and options.</li> <li>7. University will provide a "no trespass" directive to the accused party if deemed appropriate.</li> </ol>
<b>Dating Violence</b>	<ol style="list-style-type: none"> <li>1. University will assess the immediate safety needs of Complainant.</li> <li>2. University will assist Complainant with contacting local police if Complainant requests and provide Complainant with contact information for the local police department.</li> <li>3. University will provide Complainant with written instructions on how to apply for a protective order.</li> <li>4. University will provide Complainant with written information on how to preserve evidence.</li> <li>5. University will assess the need to implement interim or long-term protective measures to protect Complainant, if appropriate.</li> <li>6. University will provide Complainant with a written explanation of Complainant's rights and options.</li> <li>7. University will provide a "no trespass" directive to the accused party if deemed appropriate.</li> </ol>
<b>Sexual Assault</b>	<ol style="list-style-type: none"> <li>1. Depending on when reported (immediate vs. delayed report), University will provide Complainant with access to medical care.</li> <li>2. University will assess the immediate safety needs of Complainant.</li> <li>3. University will assist Complainant with contacting local police if Complainant requests and provide Complainant with contact information for local police department.</li> <li>4. University will provide Complainant with referrals to on- and off- campus mental health providers.</li> <li>5. University will assess the need to implement interim or long-term protective measures, if appropriate.</li> </ol>

Incident Being Reported	Procedure University Will Follow
<b>Sexual Assault (continued)</b>	<ol style="list-style-type: none"> <li>6. University will provide Complainant with a written explanation of Complainant’s rights and options.</li> <li>7. University will provide a “no trespass” directive to the accused party if deemed appropriate.</li> <li>8. University will provide Complainant with written instructions on how to apply for a protective order.</li> <li>9. University will provide Complainant with a copy of the policy applicable to Sexual Assault and inform Complainant regarding time frames for inquiry, investigation, and resolution.</li> <li>10. University will inform Complainant of the outcome of the investigation, whether or not the accused will be administratively sanctioned, and the outcome of the hearing.</li> <li>11. University will enforce the non-retaliation policy and take immediate and separate action against parties that retaliate against a person for complaining of sex-based discrimination or for assisting in the investigation.</li> </ol>
<b>Stalking</b>	<ol style="list-style-type: none"> <li>1. University will assess the immediate safety needs of Complainant.</li> <li>2. University will assist Complainant with contacting local police if Complainant requests and provide Complainant with contact information for the local police department.</li> <li>3. University will provide Complainant with written instructions on how to apply for a protective order.</li> <li>4. University will provide Complainant with written information on how to preserve evidence.</li> <li>5. University will assess the need to implement interim or long-term protective measures to protect Complainant, if appropriate.</li> <li>6. University will provide Complainant with a written explanation of Complainant’s rights and options.</li> <li>7. University will provide a “no trespass” directive to the accused party if deemed appropriate.</li> </ol>

The University will provide notification to the Complainant about options for and available assistance in changing academic, living, transportation, protective measures, and working situations, regardless of whether or not the Complainant chooses to report the crime to Simmons University Police and Public Safety or local law enforcement. Examples of a change in an academic situation could include changing the physical location of the class, doing work outside the classroom, dropping a course(s) without financial penalty, rescheduling exams, arranging a temporary withdrawal from a program, and identifying alternative course completion options. Examples of a change in transportation could include changing parking locations, assistance with alternative transportation options, and escort to/from Complainant’s vehicle. A change in living accommodations could be changing residence halls or moving to an off-campus location and University staff assisting in the relocation (and dissolving an on-campus housing contract and pro-rating a refund). Examples of a change in work situation could include a change in supervision, a change in office location, working from home, arranging a temporary leave, suspending the Respondent while the investigation is ongoing, and adjusting work schedule and/or responsibilities. To request changes to accommodations such as academic,

living, transportation, and/or working situations or protective measures, a victim should contact Gina Capra, Assistant Dean and Director, Violence Prevention and Educational Outreach Program, at 617-521-2118, Main College Building, Room W002, or [gina.capra@simmons.edu](mailto:gina.capra@simmons.edu). Additional information can be referenced within the Simmons University Gender-Based Misconduct Policy for Students, Faculty, Staff, and Visitors ([simmons.edu/your-simmons/commitment-inclusivity/title-ix/gender-based-misconduct-policy](https://simmons.edu/your-simmons/commitment-inclusivity/title-ix/gender-based-misconduct-policy)).

## Assistance for Victims: Rights and Options

Regardless of whether a victim elects to pursue a criminal complaint or whether the offense is alleged to have occurred on or off campus, the University will assist victims of domestic violence, dating violence, sexual assault, or stalking and will provide each victim with a written explanation of their rights and options.

Such written information will include:

- procedures victims should follow if a crime of domestic violence, dating violence, sexual assault, or stalking has occurred;
- information about how the institution will protect the confidentiality of victims and other necessary parties;
- a statement that the institution will provide written notification to students and employees about victim services within the institution and in the community;
- a statement regarding the institution's provisions about options for, available assistance in, and how to request accommodations and protective measures;
- an explanation of the procedures for institutional disciplinary action.

Simmons University assures the Rights of Victims and the Institution's Responsibilities for orders of protection, no contact orders, restraining orders, harassment prevention orders, no trespass letters, or similar lawful orders issued by a Criminal, Civil, or Tribal Court, or by the Institution.

Simmons University complies with Massachusetts State law in recognizing orders of protection, no contact orders, restraining orders, harassment prevention orders, no trespass letters, or similar lawful orders. Any person who obtains an order of protection from Massachusetts or any reciprocal state should provide a copy to Simmons Police and Public Safety and the Office of the Title IX Coordinator. A complainant may then meet with Police and Public Safety to develop a Safety Action Plan, which is a plan for Police and Public Safety and the victim to reduce risk of harm while on campus or coming and going from campus. This plan may include, but is not limited to escorts, special parking arrangements, provision of a temporary cellphone, changing classroom locations, or allowing a student to complete assignments from home, etc. The University can support, but cannot apply for, a legal order of protection, no contact order, or restraining order for a victim from the applicable jurisdiction(s). The victim is required to apply directly for these services. The victim can apply to the court of jurisdiction with the support of Simmons Police and Public Safety or the Assistant Dean and Director of the Violence Prevention and Educational Outreach Program, or apply themselves.

The University may issue an institutional no contact order if deemed appropriate or at the request of the Complainant or Respondent. If the University receives a report that such an institutional no contact order has been violated, the University will initiate disciplinary proceedings appropriate to the status of the Respondent (student, employee, etc.) and will impose sanctions if the Respondent is found responsible for violating the no contact order.

## Confidentiality

Victims may request that directory information on file with the University be withheld by request from the Office of the Registrar at 617-521-2111.

Regardless of whether a victim has opted out of allowing the University to share “directory information,” personally identifiable information about the victim and other necessary parties will be treated as confidential and only shared with persons who have a specific need to know, i.e., those who are investigating/adjudicating the report or those involved in providing support services to the victim, including accommodations and protective measures.

The University does not publish the names of crime victims or include identifiable information regarding victims in the Department of Police and Public Safety’s Daily Crime Log, in Safety Alerts issued, or online. Victims may request that directory information on file be removed from public sources by contacting the Office of the Registrar at 617-521-2111. The University will maintain as confidential any accommodations or protective measures provided to the victim, to the extent that maintaining such confidentiality would not impair the ability of the University to provide the accommodations or protective measures.

Upon written request, Simmons University will disclose to the alleged victim of a crime of violence or a non-forcible sex offense, the report on the results of any disciplinary proceeding conducted by the University against a student or employee who is the alleged perpetrator of such crime or offense. If the alleged victim is deceased as a result of such crime or offense, the next of kin of such victim shall be treated as the alleged victim and be eligible to receive such a report upon request.

## On- and Off-Campus Services for Victims

Upon receipt of a report of domestic violence, dating violence, sexual assault, or stalking, Simmons University will provide written notification to students and employees about existing assistance with and/or information about obtaining resources and services including counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid, and assistance in notifying appropriate local law enforcement. These resources include the following shown below:

On Campus	Type of Services Available	Service Provider	Contact Information
<b>Counseling</b>	Urgent care; short- and longer-term counseling; referral to relevant resources	Simmons Counseling Center	Room P305/617-521-2455
<b>Health</b>	Primary care; forensic nurse available at Beth Israel Deaconess Medical Center (forensic examination does not require a police report)	Health Center	94 Pilgrim Rd./617-521-1020
<b>Mental Health</b>	Urgent care; short- and longer-term counseling; referral to relevant resources; academic counseling	Simmons Counseling Center Accessibility Services Office of Student Life	Room P305/617-521-2455 Room E108/617-521-2474 Room C211/617-521-2124

<b>On Campus (continued)</b>	<b>Type of Services Available (continued)</b>	<b>Service Provider (continued)</b>	<b>Contact Information (continued)</b>
<b>Victim Advocacy</b>	Help students understand their options; help navigate processes; accompany to meetings; make referrals to on- and off-campus resources; ensure students/ employees receive appropriate support under the Gender-Based Misconduct Policy	Violence Prevention and Educational Outreach Program	Room W003/ <a href="mailto:vpeo@simmons.edu">vpeo@simmons.edu</a> / 617-521-2118
<b>Legal Assistance</b>	Referral to outside legal assistance organizations	Office of Student Life  Violence Prevention and Educational Outreach Program	Room W003/ <a href="mailto:vpeo@simmons.edu">vpeo@simmons.edu</a> / 617-521-2118
<b>Visa and Immigration Assistance</b>	Provide options; serve as a liaison to the State Department; assist with visa and passport issues	Center for Global Education	Mary Struzska-Tyamayev/ <a href="mailto:mary.struzska-tyamayev@simmons.edu">mary.struzska-tyamayev@simmons.edu</a> / Room L010/617-521-2554
<b>Student Financial Aid</b>	Financial aid support; program information	Student Financial Services	Room W103/617-521-2001
<b>Other</b>	Safety planning	Police and Public Safety	Room P106/617-521-1112
<b>Counseling</b>	One-on-one therapy; psychiatry and support groups for survivors of sexual assault, partners, family, and friends	Boston Area Rape Crisis Center	1-800-841-8371 (24 hr. helpline)
	Referrals to counselors who specialize in victims of intimate violence	Casa Myrna SafeLink	877-785-2020 (24 hr.)
	LGBTQ support groups	The Network/ La Red	617-742-4911
	Short- and long-term therapy support groups	Beth Israel Deaconess Center for Violence Prevention and Recovery	330 Brookline Ave., Boston, 617-667-8141
<b>Health</b>	Primary and extended care; emergency services (forensic examination/nurse available, does not require a police report)	Beth Israel Deaconess Medical Center	330 Brookline Ave., Boston 617-667-8141



Off Campus	Type of Services Available	Service Provider	Contact Information
<b>Mental Health</b>	One-on-one therapy; psychiatry and support groups for survivors of sexual assault	Boston Area Rape Crisis Center	1-800-841-8371 (24-hr. helpline)
<b>Victim Advocacy</b>	24-hr. hotline for advocacy and support; in-person case management for survivors of sexual assault; safety planning	Boston Area Rape Crisis Center	1-800-841-8371 (24-hr. helpline)
<b>Legal Assistance</b>	Legal advocates available; make referrals to legal assistance programs for cases involving sexual assault	Boston Area Rape Crisis Center	1-800-841-8371 (24-hr. helpline)
	Offer free civil and legal assistance to victims of sexual assault	Victim Rights Law Center	617-399-6720
	Advocacy/assistance to survivors of sexual assault, intimate partner violence, stalking	Massachusetts Office of Victim Assistance	617-586-1340
<b>Visa and Immigration Assistance</b>	Assist on issues regarding visas and immigration for survivors of sexual assault	Boston Area Rape Crisis Center	1-800-841-8371 (24-hr. helpline)
<b>Student Financial Aid</b>	N/A	N/A	N/A
<b>Other</b>	Domestic violence shelter	Casa Myrna-SafeLink	877-785-2020 (24 hr.)

Other resources available to persons who report being the victim of domestic violence, dating violence, sexual assault, or stalking include:

**Beth Israel Deaconess Medical Center**

A forensic nurse can be made available, usually through Beth Israel Deaconess Medical Center. The forensic examination can be conducted without the need to make a police report.

**Department of Justice**

[justice.gov/ovw/sexual-assault](https://justice.gov/ovw/sexual-assault)

**Department of Education, Office for Civil Rights**

[ed.gov/about/offices/list/ocr/index.html](https://ed.gov/about/offices/list/ocr/index.html)

**Rape, Abuse & Incest National Network**

[rainn.org](https://rainn.org)

## **Victim Bill of Rights**

The Massachusetts Victim Bill of Rights (M.G.L. c.258B) provides rights and services to crime victims and survivors in Massachusetts in order to ensure a meaningful role for them in the criminal justice system.

The links below provide a complete guidebook to your rights as a crime victim in the Commonwealth of Massachusetts:

### **The Massachusetts Victim Bill of Rights**

[mass.gov/mova/docs/victim-bill-of-rights/victim-bill-of-rights-brochure-english.pdf](https://mass.gov/mova/docs/victim-bill-of-rights/victim-bill-of-rights-brochure-english.pdf)

### **Protection from Abuse**

[mass.gov/courts/docs/forms/trial/209a/fa-1.pdf](https://mass.gov/courts/docs/forms/trial/209a/fa-1.pdf)

### **Victims' Rights Resources**

[mass.gov/files/documents/2017/09/21/MOVA\\_BillOfRights\\_Brochure\\_8.5x14\\_0717.pdf](https://mass.gov/files/documents/2017/09/21/MOVA_BillOfRights_Brochure_8.5x14_0717.pdf)

### **The Aftermath of Crime Guidebook**

[mass.gov/mova/advocacy-assistance](https://mass.gov/mova/advocacy-assistance)

For a complete listing of all your state rights as a crime victim in the Commonwealth of Massachusetts, please refer to the Victim Bill of Rights (M.G.L. c.258B) or visit the website to download a summary brochure.

## Gender-Based Misconduct Policy—Investigative Process

For violations involving domestic violence, dating violence, sexual assault, or stalking, the University utilizes an investigative process for both students and employees. Whether or not criminal charges are filed, the University<sup>4</sup> or a person may file a complaint under the Gender-Based Misconduct Policy alleging that a student or employee violated the University's policy on sex-based discrimination (sexual misconduct).

Simmons has one policy that applies to the entire Simmons community—faculty, staff, and students. It also applies to those persons over whom Simmons has some ability to exercise control, such as vendors, contractors, alumnae/i, and other visitors to campus. Any person who is alleging a student or employee engaged in sexual misconduct is encouraged to report to the Title IX Coordinators as previously described. Below is a summary of steps in the University's Gender-Based Misconduct Policy, the anticipated timelines, the resolution options, how Simmons decides which policy to use, and all possible sanctions for a finding of responsibility:

- Complaints regarding sexual misconduct alleged to have been perpetrated by a faculty or staff member should be reported to Gretchen Groggel Ralston, the Title IX Coordinator.
- Complaints regarding sexual misconduct alleged to have been perpetrated by a student should be reported to Nancy Nienhuis, the Deputy Title IX Coordinator.
- Once a report has been made, an assessment will be conducted, whereby the Complainant, Respondent, and any witnesses will be interviewed. Evidence, if there is any available, will be collected and evaluated.
- The investigator will complete a report noting their findings and share the report with the Title IX Coordinators.
- The Title IX Coordinators may meet with the appropriate leaders of the University and make a determination using the preponderance of the evidence standard.
- The Title IX Coordinators will make a finding of responsibility and simultaneously notify the Complainant and Respondent of the findings and the applicable sanctions, if any.
- The parties will be notified of their right to appeal. Parties have two conditions in which they are eligible to appeal the decision: if new evidence is found or if a substantial procedural error that would have impacted the finding occurred. Requests for appeal can be made by the Complainant or Respondent to the Title IX Coordinator within 10 days of the finding.
- The parties will be notified simultaneously and in writing of any changes to the results/outcomes, as well as the final outcome.
- Permanent protective measures will be put into place if deemed appropriate.

---

<sup>4</sup> Title IX states that if an institution knows or reasonably should know of sexual harassment, including sexual violence, the institution has a duty to investigate. Consequently, whether a Complainant chooses to cooperate or not should not be the deciding factor for whether or not disciplinary charges are brought against an accused party. If an investigation determines that it is more likely than not that the University's sexual misconduct policy was violated, then the University may assume the role of the Complainant.

The Title IX investigator and Title IX Coordinator or Deputy Title IX Coordinator will establish a timeline for the investigation, typically using a 60-day time frame from the date of notification. The University reserves the right to exceed 60 days for purposes of conducting a thorough investigation and will provide a time frame for completion and the reason for delay to the Complainant and Respondent should it exceed 60 days.

The Gender-Based Misconduct Policy is the only applicable policy for resolving complaints of sex-based discrimination at Simmons. If an allegation is made regarding sex-based discrimination along with another form of discrimination, the University will utilize this policy to resolve the portion of the complaint that relates to the sex-based discrimination and other applicable policies and procedures to resolve complaints based on other protected categories.

Reports of all domestic violence, dating violence, sexual assault, and stalking made to Simmons University Police and Public Safety will automatically be referred to the Title IX Coordinator for investigation regardless of whether the Complainant chooses to pursue criminal charges.

## **Confidentiality**

The University will protect the identity of persons who report having been victims of domestic violence, dating violence, sexual assault, or stalking to the fullest extent of the law.

## **Sanctions and Protective Measures**

In all cases, investigations which result in a finding that more likely than not a violation of the Gender-Based Misconduct Policy occurred will result in initiation of disciplinary procedures against the accused individual. All sanctions will be designed to eliminate a hostile environment, prevent further misconduct, promote safety, and deter the offender from similar future behavior.

University sanctions for students found responsible for violating the Gender-Based Misconduct Policy may include: misconduct training, verbal warning, written warning, probation, removal from University housing, removal from specific courses or activities, suspension, dismissal from the University, or separation from the University or residence hall for a specific period of time or permanently, with one or more requirements to be fulfilled as a precondition to apply for readmission.

University sanctions for employees and vendors found responsible for violating the Gender-Based Misconduct Policy may include: restriction from University property, removal from campus, censure, training/retraining, probationary period for behavior-related issues, reassignment of living accommodations, reassignment of work location and/or hours, demotion, suspension with/without pay, written warning, written warning with additional training requirement, or termination of employment with no opportunity for reemployment in the future, and possible prohibition from entering the Simmons campus.

Any person found responsible for committing a sexual assault may face a sanction of termination of employment or expulsion from the University. Domestic violence, dating violence, sexual assault, and stalking are criminal acts which also may subject the perpetrator to criminal and civil penalties under federal and state law.

The Title IX Coordinator or their designee will determine whether interim and/or permanent interventions and protective measures should be implemented, and, if so, take steps to implement those protective measures as soon as possible or after a finding of responsibility.

Examples of interim or permanent protective measures for students include, but are not limited to:

- Providing escort services between campuses
- Issuing a “no contact” order
- Changing an on-campus student’s housing to a different on-campus location
- Offering assistance from University support staff with such relocation
- Arranging to dissolve an on-campus housing contract and pro-rating a refund
- Changing parking location or providing an escort to/from parking and/or arranging for alternative commuting options
- Rescheduling an exam, paper, and/or an assignment
- Providing authorization to take an incomplete class without penalty
- Transferring class sections, where possible
- Arranging a temporary withdrawal from the University/program
- Identifying alternative course completion options
- Providing increased monitoring, supervision, or security at locations or activities where the misconduct occurred
- Ensuring that the Complainant is aware of their Title IX rights and any resources, such as victim advocacy, housing assistance, academic support, counseling, accessibility services, health and mental health services, legal assistance, and the right to report a crime to campus or local law enforcement

Examples of interim or permanent protective measures for employees include, but are not limited to:

- Issuing a “no contact” order
- Issuing a “no trespass” order for Simmons properties
- Providing employee assistance support
- Changing work location or reporting structure
- Changing parking location or providing an escort to/from parking and/or arranging for alternative commuting options
- Adjusting work schedules and/or responsibilities
- Arranging for leave
- Suspending Respondent while the investigation is ongoing
- Ensuring Complainant is aware of their Title IX rights and resources, such as victim advocacy, counseling, accessibility services, health and mental health services, legal assistance, and the right to report a crime to campus or local law enforcement

The University's full sexual harassment policy and grievance procedures, as well as the Title IX Misconduct Policy, can be found at:

**Human Resources** (internal resources accessible once logged into the system)  
[internal.simmons.edu/faculty-staff/hr](http://internal.simmons.edu/faculty-staff/hr)

### **Gender-Based Misconduct Policy**

[simmons.edu/your-simmons/commitment-inclusivity/title-ix/gender-based-misconduct-policy](http://simmons.edu/your-simmons/commitment-inclusivity/title-ix/gender-based-misconduct-policy)

Whether or not a victim chooses to pursue a criminal complaint, any act of violence, threat of violence, indecent assault, or conduct that otherwise threatens to endanger the health, safety, or welfare of any person on University property is prohibited and constitutes a violation of the Simmons University Student Handbook, the Honor Code of Responsibility, and/or the University's Sexual Harassment Policy.

By law, Simmons University Police and Public Safety may not name or identify the victim of a sexual crime in any manner to the news media, including campus publications. A brief account of the incident and the name of any arrested person is all that may be released.

## **Student Life Policies**

### **Student Internal Judicial Process**

The Honor Board is the judicial board of Simmons University and is responsible for investigating and hearing cases of violations of the Student Honor Code of Responsibility that are not cases of sexual misconduct. Sanctions may include suspension or permanent removal from Simmons University and its residence facilities. For a complete description of this Code, see the Simmons University Student Handbook at the following link: [simmons.edu/handbook](http://simmons.edu/handbook).

### **Alcoholic Beverages and Illegal Drug Policies**

Simmons University, through its programs and activities, is committed to creating an environment that promotes and reinforces health, responsible living, and respect for community laws, campus standards, and regulations. Simmons values the individual's responsibility within the community and the intellectual, social, emotional, spiritual, ethical, and physical well-being of its community members. Toward that end, we have established, and will enforce, clear policies that promote an educational environment free from the abuse of alcohol and other drugs. We also sponsor educational programs concerning alcohol and other drugs and provide counseling and referral through our various student service offices. Simmons promotes and supports alcohol-free institutional activity programming.

In compliance with the laws of the Commonwealth of Massachusetts, students who are not of legal drinking age (21 years old) may not purchase, sell, use, possess, or transport alcoholic beverages at any time. Simmons University Police and Public Safety is responsible for the enforcement of state underage drinking laws.

Students of legal drinking age are permitted to purchase, possess, and consume alcoholic beverages at University functions approved by the Office of Student Leadership and Activities and in their residence halls according to the policies listed below and in accordance with the University policies and procedures section of the Student Handbook. They are not permitted to sell or distribute alcohol. Alcoholic beverages being transported on the Simmons campus must be covered appropriately. Kegs and beer balls are never permitted in residence halls, and delivery of alcohol to individuals is prohibited. Public intoxication by members of the



## Annual Security and Fire Safety Report

University community, guests, or visitors is unacceptable. A Massachusetts driver's license, a passport, or a combination of a picture ID and proof of age are the only acceptable identification cards for the purpose of purchasing and consuming alcoholic beverages. Simmons University Police and Public Safety Officers enforce all liquor laws, including state underage drinking laws and federal and state drug laws.

Further descriptions of the University's alcohol procedures and programs are included in the undergraduate Student Handbook.

Simmons University prohibits the possession, sale, and use of illegal drugs.

## Alcohol and Drug Abuse Programs

Alcohol and drug abuse workshops are offered through the University's Health Education program. In addition, these topics are addressed in the New Student Orientation and the First Year Seminar course, Simmons 101.

Residence Life conducts training on this topic for resident advisors before the beginning of each school year. The resident advisors offer programming for their residents which addresses the subject of alcohol and drug abuse. Police and Public Safety Officers are available and often assist with a number of these programs.

Simmons University prohibits the unlawful possession, use, and sale of illegal drugs on campus.

Simmons University Police and Public Safety has primary responsibility for the enforcement of Federal and State drug laws on its properties.

## Drug-Free Schools and Communities Act

The University is committed to a drug-free environment and has established clear policies that are included in the Student Handbook. The Handbook also describes the drug and alcohol abuse education programs in compliance with the 1989 Amendments to the Drug-Free Schools and Communities Act and the Drug-Free Workplace Act of 1988.

## Missing Student Policy

Simmons University is committed to promoting and providing a safe and secure environment for the entire community. As part of our commitment, and in compliance with Section 488 of the Higher Education Opportunity Act of 2008, the Missing Student Policy has been developed for students who live in a residence hall or other housing facility operated by Simmons. Additionally, Suzanne's Law requires local authorities to notify the National Crime Information Center immediately if someone between the ages of 18 and 21 goes missing.

At the beginning of each academic year, all residential students will be asked to identify a contact person or persons who would be notified if the student is determined to be missing for 24 hours or more. Students enter this emergency contact information on the Academic and Administrative Resource Center (AARC) website: [connection.simmons.edu](http://connection.simmons.edu). This information will be registered confidentially and accessible only to authorized campus officials and will not be disclosed except to law enforcement personnel in furtherance of a missing student investigation. If a student is under 18 years of age and is not emancipated, Simmons is required to notify a custodial parent or guardian in addition to any other contact person designated by the student if the student is determined to be missing for 24 hours or more. For all missing students, Simmons University will notify the local law enforcement agency within 24 hours of the determination that the student is missing, unless the local law enforcement agency was the entity that made the determination that the student is missing.

Anyone having information regarding a student who might be missing for 24 hours, is urged to call one of the following offices:

<b>Simmons University Police and Public Safety</b>	617-521-1111
<b>Office of Residence Life</b>	617-521-1096
<b>Office of the Dean for Student Life</b>	617-521-2117

If a missing person is reported to the Office of Residence Life or the Office of the Dean for Student Life, the officials in those areas will immediately report the missing person to Simmons University Police and Public Safety.

## Responding to a Missing Student Report

In the event that a student is reported missing, the following procedure will be followed:

1. The University official who receives the report will immediately:
  - refer the report to Simmons University Police and Public Safety.
  - contact the University administrator on call through the Office of the Dean for Student Life on-call rotation.
2. Simmons University Police and Public Safety, or other University officials working in conjunction with Police and Public Safety, will make reasonable efforts to determine if the student actually is missing. Those efforts may include, for example, some or all of the following:
  - attempting to contact the student by phone, email, text messaging, or other means.
  - attempting to obtain information about the student's recent or planned whereabouts from the student's Resident Advisor (RA), roommates, friends, or others.
  - accessing information in the student's email account.
  - accessing information about recent use of the student's identification card.
3. If at any point it is determined that the student has been missing for 24 hours or more, then—within 24 hours of that determination—University officials will:
  - notify local law enforcement regardless of whether the student has identified a contact person, is above the age of 18, or is an emancipated minor.
  - notify any person the student has identified as a confidential emergency contact on the Academic and Administrative Resource Center (AARC) website.
  - notify the student's custodial parent(s) or guardian(s) if the student is under the age of 18 and is not emancipated and any other designated contact person within 24 hours.
  - notify the Dean for Student Life (or their designee).
  - The Dean for Student Life (or their designee), exercising their judgment under the circumstances, will determine whether to notify the President or other senior University officers and whether to notify the student's parent(s) or guardian(s). As stated above, notifying a parent or guardian is required if the student is under the age of 18 and is not emancipated.

## Crime Definitions

Simmons University provides information relating to crime statistics and security measures to prospective students and families, matriculated students, employees, and applicants for employment. Simmons University Police and Public Safety maintains records of reported crimes that have occurred on Simmons University properties and has compiled the statistics in the on-campus and non-campus property sections of this document. Simmons Police and Public Safety gathers crime statistics from all individuals who are defined as Campus Security Authorities by federal law. Simmons University Police and Public Safety is also required to report crimes in the area immediately surrounding the campus. These statistics are derived from the Boston Police Department, Massachusetts State Police, and Brookline Police Department.

### Crime Definitions from the Uniform Crime Reporting Handbook

The Clery Act requires that certain crimes be reported each year. The following definitions are excerpted from the Uniform Crime Reporting (UCR) Handbook published by the Federal Bureau of Investigation (with the exception of the sex offense definitions, which are taken from the National Incident-Based Reporting System Edition of the UCR Handbook). These definitions are provided to assist the reader in understanding the crimes that are contained in this report.

**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.

**Criminal Homicide – Manslaughter by Negligence** – The killing of one human being through gross negligence by another.

**Criminal Homicide Murder and Non-Negligent Manslaughter** – The willful (non-negligent) killing of one human being by another.

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

**Aggravated Assault** – An unlawful attack by one human being 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.)

**Burglary** – Burglary is defined as 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 the intent to commit a larceny; housebreaking; safecracking; and all attempts to commit any of the aforementioned.

**Domestic Violence** – Domestic Violence is defined as 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 or intimate partner; by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred; 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 in which the crime of violence occurred.

The Commonwealth of Massachusetts specifically defines Domestic Violence as:

"Abuse," the occurrence of one or more of the following acts between family or household members:

- (a) attempting to cause or causing physical harm;
- (b) placing another in fear of imminent serious physical harm;
- (c) causing another to engage involuntarily in sexual relations by force, threat, or duress.

"Court," the superior, probate and family, district or Boston municipal court departments of the trial court, except when the petitioner is in a dating relationship when Court shall mean district, probate, or Boston municipal courts.

"Family or Household Members," persons who:

- (a) are or were married to one another;
- (b) are or were residing together in the same household;
- (c) are or were related by blood or marriage;
- (d) having a child in common regardless of whether they have ever married or lived together; or
- (e) are or have been in a substantive dating or engagement relationship, which shall be adjudged by district, probate, or Boston municipal courts' consideration of the following factors:
  - (1) the length of time of the relationship;
  - (2) the type of relationship;
  - (3) the frequency of interaction between the parties; and
  - (4) if the relationship has been terminated by either person, the length of time elapsed since the termination of the relationship.

**Dating Violence** – Dating Violence is defined as Violence committed by:

- (a) a person who is or has been in a social relationship of a romantic or intimate nature with the victim; and
- (b) where the existence of such a relationship shall be determined based on a consideration of the following factors:
  - (i) the length of the relationship;
  - (ii) the type of the relationship;
  - (iii) the frequency of interaction between the persons involved in the relationship.

The Commonwealth of Massachusetts does not have a specific Dating Violence statute, but see the definition of "Family or household members" above.

**Stalking** – Stalking is defined as:

- (1) 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.
- (2) For the purposes of this definition:
  - (i) "Course of conduct" means two or more acts, including, but not limited to, acts which the stalker directly, indirectly, or through third parties, by any action, method, device, or means follows, monitors, observes, surveils, threatens, or communicates to or about, a person, or interferes with a person's property.

- (ii) "Substantial emotional distress" means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.
- (iii) "Reasonable person" means a reasonable person under similar circumstances and with similar identities to the victim.

The Commonwealth of Massachusetts specifically defines Stalking as:

Whoever:

- (1) willfully and maliciously engages in a knowing pattern of conduct or series of acts over a period of time directed at a specific person which seriously alarms or annoys that person and would cause a reasonable person to suffer substantial emotional distress; and
- (2) makes a threat with the intent to place the person in imminent fear of death or bodily injury, shall be guilty of the crime of Stalking.

**Sexual Assault** – Sexual Assault is defined as an offense that meets the definition of rape, fondling, incest, or statutory rape as used in the FBI's Uniform Crime Reporting system. A sex offense is any sexual act directed against another person, without the consent of the victim, including instances where the victim is incapable of giving consent.

**Rape** – Rape is defined as the penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim.

The Commonwealth of Massachusetts defines Rape as:

Whoever has sexual intercourse or unnatural sexual intercourse with a person, and compels such person to submit by force and against his will, or compels such person to submit by threat of bodily injury and if either such sexual intercourse or unnatural sexual intercourse results in or is committed with acts resulting in serious bodily injury, or is committed by a joint enterprise, or is committed during the commission or attempted commission of an offense defined in section fifteen A, fifteen B, seventeen, nineteen, or twenty-six of this chapter, section fourteen, fifteen, sixteen, seventeen, or eighteen of chapter two hundred and sixty-six or section ten of chapter two hundred and sixty-nine shall be punished by imprisonment in the state prison for life or for any term of years.

No person serving a sentence for a second or subsequent such offense shall be eligible for furlough, temporary release, or education, training, or employment programs established outside a correctional facility until such person shall have served two-thirds of such minimum sentence or if such person has two or more sentences to be served otherwise than concurrently, two-thirds of the aggregate of the minimum terms of such several sentences.

Whoever has sexual intercourse or unnatural sexual intercourse with a person and compels such person to submit by force and against his will, or compels such person to submit by threat of bodily injury, shall be punished by imprisonment in the state prison for not more than twenty years; and whoever commits a second or subsequent such offense shall be punished by imprisonment in the state prison for life or for any term or years.

**Fondling** – Fondling is defined as the touching of the private parts of another person for the purposes of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity.

**Incest** – Incest is defined as non-forcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.

**Statutory Rape** – Statutory Rape is defined as non-forcible sexual intercourse with a person who is under the statutory age of consent.

**Motor Vehicle Theft** – Motor Vehicle theft is defined as 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.)

**Weapon 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; and all attempts to commit any of the aforementioned.

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

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

## Sex Offenses

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 because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.

- A. Rape** – Penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim. Rape can be perpetrated on any gender, male or female.
- B. Fondling** – The touching of the private body parts of another person for the purpose of sexual gratification, without consent of the victim, including instances 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. All genders can be victims.

## Sex Offenses—Non-Forcible

According to the Clery Handbook, Non-Forcible Sex Offenses are defined as unlawful, non-forcible sexual intercourse.

There are two types of Non-Forcible Sex Offenses:

- A. Incest** – Non-forcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
- B. Statutory Rape** – Non-forcible sexual intercourse with a person who is under the statutory age of consent.



**Consent** – In Massachusetts, it is illegal to have sex with someone who is incapable of giving consent. A person cannot give consent if they are intoxicated; if they are unconscious; are mentally incompetent; or are under the legal age of consent. Someone who is drunk, high, unconscious, or mentally incompetent may not be able to give consent to a sexual act. Submission is not necessarily consent. Force or a threat of force negates consent.

Simmons' Gender-Based Misconduct Policy is based upon effective consent. Consent to engage in sexual activity must be given knowingly, voluntarily, and affirmatively. Consent must exist from the beginning to end of each instance of sexual activity and for each form of sexual contact. Past sexual activity does not constitute consent for future acts. For more on consent, refer to the University's Gender-Based Misconduct Policy ([simmons.edu/your-simmons/commitment-inclusivity/title-ix/gender-based-misconduct-policy](https://simmons.edu/your-simmons/commitment-inclusivity/title-ix/gender-based-misconduct-policy)).

## Procedures for Preparing the Annual Disclosure of Crime Statistics

The procedures for preparing the annual disclosure of crime statistics include reporting statistics to the University community obtained from the following sources: Simmons University Police and Public Safety, Boston Police Department, Massachusetts State Police, Brookline Police Department, and non-police officials identified by federal law as Campus Security Authorities. For statistical purposes, crime statistics reported to any of these sources are recorded in the calendar year the crime was reported.

A written request for statistical information is made on an annual basis to all Campus Security Authorities (as defined by federal law). Statistical information is requested by Simmons University Police and Public Safety from the employees at the University Counseling Center and the Student Health Center, even though they are not required by law to provide statistics for the compliance document.

All of the statistics are gathered, compiled, and reported to the University community in the Annual Security and Fire Safety Report which is published by Simmons University. Simmons University Police and Public Safety submits the annual crime statistics published in this booklet to the Department of Education (ED). The statistical information gathered by the Department of Education is available to the public through the ED website ([ope.ed.gov/security](https://ope.ed.gov/security)).

Simmons University reports the crimes required by the Clery Act that occurred on or within an institution's Clery geography that were reported to a Campus Security Authority.

## Crime Statistics

	All On-Campus Property			Non-Campus Property			Public Property			Residential Only		
	2018	2017	2016	2018	2017	2016	2018	2017	2016	2018	2017	2016
Murder/Non-Negligent Manslaughter	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
Robbery	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
Motor Vehicle Theft	1	0	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	6	4	9	0	2	1	0	0	0	0	1	0
Sex Offenses												
Rape	0	2	2	0	0	0	0	0	0	0	2	2
Fondling	0	2	0	0	0	0	0	0	0	0	1	0
Incest	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0
Domestic Violence	1	0	1	0	0	0	1	0	0	0	0	0
Dating Violence	0	1	0	0	0	0	0	0	0	0	1	0
Stalking	1	6	2	0	0	0	0	0	0	0	3	0
Liquor Law Arrests	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Law Violations Referred for Disciplinary Action	75	33	39	2	0	0	0	0	2	75	33	39
Drug Law Arrests	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Violations Referred for Disciplinary Action	2	1	0	0	0	0	0	0	0	2	1	0
Illegal Weapons Possession Arrests	0	0	0	0	0	0	0	0	0	0	0	0
Illegal Weapons Possessions Referred for Disciplinary Action	0	0	0	0	0	0	0	0	0	0	0	0

Non-Campus Property refers to "Any building or property owned or controlled by a student organization that is officially recognized by the University," or "Any building or property owned or controlled by a University that is used in direct support of, or in relation to, the University's educational purposes, is frequently used by students, and is not within the same reasonably contiguous geographic area of the University."

Public Property is defined as "All public property, including thoroughfares, streets, sidewalks, and parking facilities, that is within the campus, or immediately adjacent to and accessible from the campus." Since the publication of the 2007 report, Boston Police report statistics by area, not by specific address; therefore, the statistics that have been reported by the Boston Police have been included in the report. If you have any questions, please contact the Chief of Police/Director of Public Safety.

There were no unfounded crimes for 2018, 2017, and 2016.

The daily crime log can be reviewed at Simmons Police headquarters at One Palace Road during normal business hours (8:00 a.m. to 4:30 p.m.).

# Hate Crime Statistics 2018

	Race				Gender				Religion				Sexual Orientation				Ethnicity				Disability				Gender Identity				National Origin							
	OC	NC	PP	RES	OC	NC	PP	RES	OC	NC	PP	RES	OC	NC	PP	RES	OC	NC	PP	RES	OC	NC	PP	RES	OC	NC	PP	RES	OC	NC	PP	RES	OC	NC	PP	RES
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	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	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	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	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	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	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	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	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Larceny	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Vandalism	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

- OC = On Campus
- NC = Non-Campus
- PP = Public Property
- RES = Residence

# Hate Crime Statistics 2017

	Race				Gender				Religion				Sexual Orientation				Ethnicity				Disability				Gender Identity				National Origin							
	OC	NC	PP	RES	OC	NC	PP	RES	OC	NC	PP	RES	OC	NC	PP	RES	OC	NC	PP	RES	OC	NC	PP	RES	OC	NC	PP	RES	OC	NC	PP	RES	OC	NC	PP	RES
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	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	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	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	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	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	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	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	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Larceny	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Vandalism	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

- OC = On Campus
- NC = Non-Campus
- PP = Public Property
- RES = Residence

# Hate Crime Statistics 2016

	Race				Gender				Religion				Sexual Orientation				Ethnicity				Disability				Gender Identity				National Origin							
	OC	NC	PP	RES	OC	NC	PP	RES	OC	NC	PP	RES	OC	NC	PP	RES	OC	NC	PP	RES	OC	NC	PP	RES	OC	NC	PP	RES	OC	NC	PP	RES	OC	NC	PP	RES
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	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	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	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	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	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	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	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	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Larceny	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Vandalism	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

- OC = On Campus
- NC = Non-Campus
- PP = Public Property
- RES = Residence

## Safety Tips

- Listen to and act on your intuition. It is better to be safe and risk a little embarrassment than to stay in an uncomfortable situation that may be unsafe.
- If you are in danger or being attacked and want to get help, yell "Call 911!" or give specific directions to onlookers. For example: "You! Get the police!" or "Walk me to the store on the corner. I'm being followed."
- Have your keys ready when approaching your car or building.
- Vary your routine; drive or walk different routes every day.
- If you suspect that someone is following you by foot or in a car, do not go home (or they will know where you live). Go to a trusted neighbor, to a public place to call police, or directly to a police station.
- Do not label keys with your name or any identification.
- Do not talk about your social life or vacation plans where strangers can overhear you. Do not post your plans on any social networking sites that can be viewed by the public.
- Program the Simmons Police and Public Safety emergency telephone number (617-521-1111) into your cell phone.

## Safety in Your Off-Campus Home

- Have lights in all entrances.
- Have secure locks on all doors and windows.
- Do not use your full name on the mailbox, in the phone directory, or on your answering machine.
- Do not leave a schedule of your times away from home on your answering machine or door.
- If you live alone, do not let strangers know. Make believe you have a roommate or big dog.
- Know which of your neighbors you can trust in an emergency.
- Check who is at the door before opening it, and do not open the door to an unexpected visitor.
- Do not hide extra keys in easily accessible places. Criminals will find them.
- Do not disclose your full address, full date of birth, or telephone number on any social networking sites that can be viewed by the general public.
- Ask for photo identification of all repair persons, etc. If you are still suspicious, call to verify employment.
- Never give personal information to telephone solicitors.
- Consider creating a "safe room" with a separate telephone line or cellular phone and strong locks. If someone breaks in, you can retreat there (with children) and call for help.
- Do not let strangers into your home to use the phone. Offer to make the call for them.



## Safety When Traveling on Foot

- Do not wear headphones or talk on a cell phone while walking or jogging. Stay alert.
- Do not hitchhike.
- Be very careful using outside ATMs at night or in unfamiliar surroundings.
- When on the street, walk facing oncoming traffic. It will be harder for someone to pull you into a car and abduct you.
- Tell someone where you will be or if you will be with someone you do not know well, and what time you are supposed to return.
- Do not overload yourself with packages. If you must have your hands full, visualize how you would respond if approached, how you would get your hands free, etc.
- Do not read while walking or standing on the street.
- If you wear a purse or bag with a shoulder strap(s), be prepared to let it go if snatched. Otherwise, you may be hurt if the mugger knocks you down and drags you while fleeing with your purse/bag.
- If someone asks you for directions, and if you choose to reply, remain at least two arm lengths away.
- Try never to walk anywhere alone. If you are upset or under the influence of drugs or alcohol, avoid being on the street alone.
- When dropping someone off, make sure they are safely inside before driving away; have them do the same for you.

## Safety in the Car

- Check inside and around your car before entering to ensure that no one is hiding there.
- Check your surroundings before getting out of your car.
- Do not pick up hitchhikers.
- Keep doors locked and windows rolled up so that a hand cannot reach in.
- If a group of suspicious people approaches you when you are stopped at a red light at a deserted intersection, run the light if your intuition tells you that the situation could get dangerous.
- Do not let your gas indicator fall below one-quarter of a tank.
- Plan your route and check a map before you start out.
- Park in well-lit, heavily traveled areas if possible.
- Try not to park next to a van, as you could be pulled in through the sliding door.
- Do not leave valuables in plain sight inside your car.
- Give only your ignition key to a parking attendant or valet.
- If you see an accident or stranded motorist, report it from the nearest telephone instead of stopping.
- Carry in your car: flashlight, flares, fix-a-flat, maps, comfortable warm clothing, first aid kit, empty gas can, white cloth to tie to antenna to signal distress, and cell phone.
- Learn basic auto maintenance.

## Safety on Public Transportation

- Beware of overheard conversations. Do not tell anyone on the bus or subway where you are going.
- Stay awake and alert.
- Have exact change or your MBTA pass/ticket ready.
- Try to sit near the driver.
- If you sense someone following you when you disembark, walk toward a populated area. Do not walk directly home.

## Safety at the Office/Workplace

- Do not leave your keys lying about.
- Notify security personnel if you notice suspicious persons or vehicles, especially after normal working hours.
- Be extra careful in stairwells and isolated or poorly-lit restrooms.
- When in an elevator, stand near the controls and locate the emergency button.
- Do not get in an elevator with someone who looks suspicious to you.
- Know your coworkers and look out for each other.
- Place by every phone: emergency numbers for security, police, fire departments, and a list of employees who are trained in CPR or first aid.

## Important Phone Numbers and Resources

<b>On Campus</b>	
Police and Public Safety Emergency Number	617-521-1111
Police and Public Safety Non-Emergency Number	617-521-1112
Counseling Services	617-521-2455
Health Center	617-521-1020
Gretchen Groggel Ralston, Title IX Coordinator (faculty, staff, vendors)	617-521-2768
Nancy Nienhuis, Deputy Title IX Coordinator (students)	617-521-2125
Office for the Dean for Student Life	617-521-2117
Office of Residence Life	617-521-1096
<b>Off Campus</b>	
Beth Israel Deaconess Medical Center (BIDMC)	617-667-7000
Boston Area Rape Crisis Center (24-hour hotline)	617-492-RAPE (7273)
Boston Police Department Sexual Assault Division	911 or 617-343-4400
Casa Myrna Vasquez, Inc. SafeLink (for battered women)	877-785-2020
Center for Violence Prevention and Recovery	617-667-8141
Fenway Community Health Center's Victim Recovery Center	617-927-6250
National Domestic Violence Hotline	1-800-799-7233
Rape, Abuse & Incest National Network (RAINN)	1-800-656-HOPE (4673)

# Annual Fire Safety Report and Residence Hall Fire Safety Policies 2018

This report and statement of fire safety policies for Simmons University residence halls has been prepared and made available to the Simmons University community in accordance with the Higher Education Act (20 U.S.C. § 1092(i)) and the regulations promulgated there under by the U.S. Department of Education (34 C.F.R. § 668.49(b)-(d)).

## Fire Reporting Policy

To report a fire on the residence campus, dial 911 and then call Simmons University Police and Public Safety at 617-521-1111 or x1111 from any Simmons phone. If a member of the Simmons community finds evidence of a fire that has been extinguished, and the person is not sure whether Police and Public Safety has already responded, the community member should immediately notify Police and Public Safety to investigate and document the incident. Pull stations are also located next to every egress door which, when activated, automatically contact the fire alarm monitoring company who then contacts the Boston Fire Department and Simmons University Police and Public Safety.

Causing a false alarm or making a false report of fire are grounds for immediate disciplinary action, which may include, but is not limited to, immediate probation or suspension from the residence campus for a first violation.

## Procedures for Student Housing Evacuation

When an alarm sounds, each person is required to immediately exit the building and move at least one hundred feet from the building. Individuals must follow the instructions of Simmons Police and Public Safety and/or the Boston Fire Department. No one may re-enter the building until directed to do so by Police and Public Safety or the Fire Department.

Any violation of this policy is grounds for immediate disciplinary action, which may include but is not limited to immediate probation or suspension from the residence campus for a first violation.

## Fire Evacuation Preparedness

Students are urged to prepare and keep immediately available an emergency kit consisting of shoes, an outer garment, a towel, and a flashlight, and to bring these items with them upon emergency exit. Students should take their keys as they exit the building in the event that their room doors are locked following the safety checks.

Persons needing special assistance should contact the Office of Residence Life, as well as Accessibility Services, to devise a fire evacuation plan in advance of the need for such a plan. Hearing-impaired students will be given a flasher device and/or bed shaker linked to the networked fire alarm system.

## Fire Alarm and Evacuation Procedures for Students and Employees

When a fire alarm is activated, the alarm signals the fire alarm monitoring company, which then notifies the Boston Fire Department and Simmons Police and Public Safety, which is staffed around the clock, every day of the year. Officers from Simmons Police and Public Safety will promptly respond to the scene to aid the Fire Department in safety procedures.

## Annual Security and Fire Safety Report

For your own safety, it is imperative that you follow these procedures each time you hear or are made aware of a fire alarm:

1. Do not ignore the alarm; everyone must evacuate.
2. Do not panic; remain calm and proceed with an orderly evacuation.
3. Leave the building immediately; do not use elevators.
4. Follow the quickest evacuation route from where you are.
5. Offer help to those needing assistance only if it is safe to do so (if you observe someone in need of assistance as you exit, be sure to alert Simmons Police and Public Safety or the Boston Fire Department).
6. Once you are outside, move at least 100 feet away from the building.
7. Await further instruction from Simmons Police and Public Safety and/or the Boston Fire Department.
8. Do not return to the building until Simmons Police and Public Safety directs you to do so. Silencing of the alarm does not imply the emergency is over.

## Fire Safety Policy

Tampering with fire safety equipment or violating any of the following fire safety rules is grounds for immediate disciplinary action, which may include, but is not limited to, immediate probation or suspension from the residence campus for a first violation.

## Items Prohibited in Residence Halls

Students are not allowed to possess any of the following items in any residence hall:

- Candles and any other items that involve an open flame
- Incense and oil burners
- Electrical appliances with heating elements, including, but not limited to, hot plates, immersion heaters, popcorn poppers, crock pots, electrical heaters, electric frying pans, electric woks, stoves, toaster ovens, coffee makers, and tea kettles (with the exception of electric coffee makers and tea kettles that have automatic shutoffs)
- Electric lanterns or lamps
- Microwave ovens
- Air conditioners
- Refrigerators over 3.3 cubic feet (with the exception of micro-fridges available from the University)
- Torchiere-style halogen lamps
- Appliances that use over 1,000 watts of electricity (with the exception of hair dryers)
- Appliances that do not meet current Underwriters Laboratories ("UL") specifications
- Any machinery, device, or other item that involves the combustion of any kind of fuel, including, but not limited to, gasoline, kerosene, propane, oil, wood, charcoal, or any other liquid or solid fuel
- Large, combustible decorations

## **Furniture**

Students are prohibited from possessing any type of upholstered furniture or mattress that does not meet the safety standards of California Technical Bulletin ("CAL") 133 or 117. Each piece of upholstered furniture or mattress not provided by the University must be suitably labeled as being in compliance.

## **Cooking**

All cooking in the residence halls must be done in the kitchen facilities and must be attended to at all times. Students who cause fires or trigger fire alarms through negligent use of kitchen facilities will be referred for disciplinary action.

## **Smoking**

Smoking cigarettes, cigars, or other tobacco products is not permitted anywhere on Simmons properties. Simmons became tobacco- and tobacco product-free in 2015. Any student who causes a fire or triggers a fire alarm through the negligent use of cigarettes or other tobacco products will be referred for disciplinary action.

## **Fireplaces**

Students may not use fireplaces in the residence halls. Any student who causes a fire or triggers a fire alarm through the negligent use of a fireplace will be referred for disciplinary action.

## **Exits, Corridors, Stairwells, and Fire Doors**

All exits, including corridors, stairwells, and adjoining doors (fire doors) must remain unobstructed at all times. Adjoining doors must remain unobstructed and unlocked at all times.

## **Posting and Hanging of Items**

Students are prohibited from posting signs, flyers, posters, or decorations on the outside or entrance doors, bathroom doors, supply closet doors, corridor walls, and common areas. Any posting(s) on a student room door may cover no more than one third of the surface of the door. Students are prohibited from hanging anything on or from any sprinkler or fire detector in any residence hall. In order to post on the community bulletin board located in each hallway, students must obtain permission from the Office of Residence Life.

## **Fire Extinguishers**

Fire extinguishers are located next to every egress door and in the center of the corridor on every floor. Fire extinguishers should be used only for their intended purpose and should not otherwise be removed from their assigned locations. Access to fire extinguishers must remain unobstructed at all times.

## **Fire Safety Inspections**

Residence Life staff perform regular fire safety inspections of all areas within the residence halls, including student rooms. Fire extinguishers, smoke detectors, and fire alarm sprinkler systems are checked by an independent company. The Boston Fire Department also conducts annual inspections of all residence halls. Any fire safety violations that are discovered by Residence Life or the Boston Fire Department are reported to the Director of Buildings and Grounds.

## **Fire Drills**

Supervised fire drills are conducted in each residence hall four times a year (twice a semester). To ensure proper evacuation procedures, the first drill of each semester is announced while the second is unannounced. All drills are supervised by Simmons University Police and Public Safety in conjunction with Buildings and Grounds and Residence Life.

## Fire Safety Education and Training Programs

All resident students are required to attend a meeting in their residence hall at the beginning of the school year to discuss fire safety, fire evacuation plans, and rules and regulations of the residence hall. All resident students sign a housing license agreement that lists prohibited items and describes health and safety checks that occur throughout the year by the Residence Life staff.

Students are encouraged to review and become familiar with all safety-related rules in the Simmons University Student Handbook, which is given to all new students and posted online.

The Resident Advisor (RA)/professional staff team receives several weeks of intensive training in August, before the academic year, including training in fire safety procedures and how to react in emergency situations. The training is given in conjunction with Police and Public Safety and the Office of Residence Life.

Simmons Emergency Preparedness procedures includes evacuation drills and training for students, faculty, and staff. In these programs, procedures that students and employees should follow in case of a fire are reviewed. Faculty members are encouraged to make themselves aware each semester of where the nearest fire exit is located for each classroom in which they hold a class. If fire or smoke conditions or other imminent emergency condition exists while a faculty member is conducting class, the faculty member should direct the students to the nearest safe fire exit, assuring that all students have evacuated before exiting.

## Improvement Plans for Future

While there are no immediate plans to replace/improve current systems, fire safety systems are typically enhanced as buildings are renovated.

## Fire Log

Simmons Police and Public Safety maintains a fire log that records the nature, date, time, and general location of any fire that occurred in a residence hall. The fire log is organized by the date that the fire was reported. Police and Public Safety records information in the fire log within two business days of receiving the information.

The fire log for the most recent 60-day period will be open to public inspection at Simmons University Police and Public Safety's administrative office located at One Palace Road on the academic campus, during normal business hours. Police and Public Safety will make available any portion of the fire log older than 60 days within two business days of a request for public inspection.



## Fire Safety Systems in Residence Halls

The table below provides information, by residence hall, regarding fire safety, fire detection, fire warning, and fire control systems.

Residence Hall	Fire Detection	Fire Warnings	Fire Control
Arnold Hall	Centrally monitored smoke detectors	Networked fire alarms, which employ horns and strobe lights	Fire extinguishers located by egress doors on each floor; wet sprinkler system throughout entire building; fire doors located at the ends of each hallway
Dix Hall	Centrally monitored smoke detectors	Networked fire alarms, which employ horns and strobe lights	Fire extinguishers located by egress doors on each floor; wet sprinkler system throughout entire building; fire doors located at the ends of each hallway
Evans Hall	Centrally monitored smoke detectors	Networked fire alarms, which employ horns and strobe lights	Fire extinguishers located by egress doors on each floor; wet sprinkler system throughout entire building; fire doors located at the ends of each hallway
Mesick Hall	Centrally monitored smoke detectors	Networked fire alarms, which employ horns and strobe lights	Fire extinguishers located by egress doors on each floor; fire doors located at the ends of each hallway
Morse Hall	Centrally monitored smoke detectors	Networked fire alarms, which employ horns and strobe lights	Fire extinguishers located by egress doors on each floor; fire doors located at the ends of each hallway
North Hall	Centrally monitored smoke detectors	Networked fire alarms, which employ horns and strobe lights	Fire extinguishers located by egress doors on each floor; wet sprinkler system throughout entire building; fire doors located at the ends of each hallway
Simmons Hall	Centrally monitored smoke detectors	Networked fire alarms, which employ horns and strobe lights	Fire extinguishers located by egress doors on each floor; fire doors located at the ends of each hallway
Smith Hall	Centrally monitored smoke detectors	Networked fire alarms, which employ horns and strobe lights	Fire extinguishers located by egress doors on each floor; wet sprinkler system throughout entire building; fire doors located at the ends of each hallway
South Hall	Centrally monitored smoke detectors	Networked fire alarms, which employ horns and strobe lights	Fire extinguishers located by egress doors on each floor; wet sprinkler system throughout entire building; fire doors located at the ends of each hallway

## Fire Safety Systems in Residence Halls

The table below provides information, by residence hall, regarding fire safety, fire detection, fire warning, and fire control systems.

Off-Campus Housing	Fire Detection	Fire Warnings	Fire Control
77 Park Dr.	Centrally monitored smoke detectors	Networked fire alarms, which employ horns and strobe lights	Wet sprinkler system throughout entire building; fire doors located at the ends of each hallway
81 Park Dr.	Centrally monitored smoke detectors	Networked fire alarms, which employ horns and strobe lights	Wet sprinkler system throughout entire building; fire doors located at the ends of each hallway

\*Inclusion of off-campus housing is not required by law but included for informational purposes.

## Fire Statistics 2018

Residence Hall	Residence Hall Address	No. of Fires	Cause of Fire	No. of Persons Receiving Treatment*	No. of Fire-Related Deaths	Value of Property Damage Caused by a Fire
Arnold Hall	78 Pilgrim Rd.	0	N/A	0	0	0
Dix Hall	30 Pilgrim Rd.	0	N/A	0	0	0
Evans Hall	305 Brookline Ave.	0	N/A	0	0	0
Mesick Hall	291 Brookline Ave.	0	N/A	0	0	0
Morse Hall	275 Brookline Ave.	0	N/A	0	0	0
North Hall	86 Pilgrim Rd.	0	N/A	0	0	0
Simmons Hall	255 Brookline Ave.	0	N/A	0	0	0
Smith Hall	54 Pilgrim Rd.	1	Unintentional Electric	0	0	\$41,310.46
South Hall	321 Brookline Ave.	1	Unintentional Other	0	0	\$12,994.42
<b>Off-Campus Housing</b>						
77 Park Dr.	77 Park Dr.	0	N/A	0	0	0
81 Park Dr.	81 Park Dr.	0	N/A	0	0	0
1023 Beacon St., Brookline	1023 Beacon St., Brookline	0	N/A	0	0	0

\*For fire-related injuries at a medical facility

\*\*Fire contained inside a stove in the kitchen

## Fire Statistics 2017

Residence Hall	Residence Hall Address	No. of Fires	Cause of Fire	No. of Persons Receiving Treatment*	No. of Fire-Related Deaths	Value of Property Damage Caused by a Fire
Arnold Hall	78 Pilgrim Rd.	0	N/A	0	0	0
Dix Hall	30 Pilgrim Rd.	0	N/A	0	0	0
Evans Hall	305 Brookline Ave.	0	N/A	0	0	0
Mesick Hall	291 Brookline Ave.	0	N/A	0	0	0
Morse Hall	275 Brookline Ave.	0	N/A	0	0	0
North Hall	86 Pilgrim Rd.	0	N/A	0	0	0
Simmons Hall	255 Brookline Ave.	0	N/A	0	0	0
Smith Hall	54 Pilgrim Rd.	0	N/A	0	0	0
South Hall	321 Brookline Ave.	0	N/A	0	0	0
Off-Campus Housing	See below	N/A	N/A	N/A	N/A	N/A

\*For fire-related injuries at a medical facility

\*\*Fire contained inside a stove in the kitchen

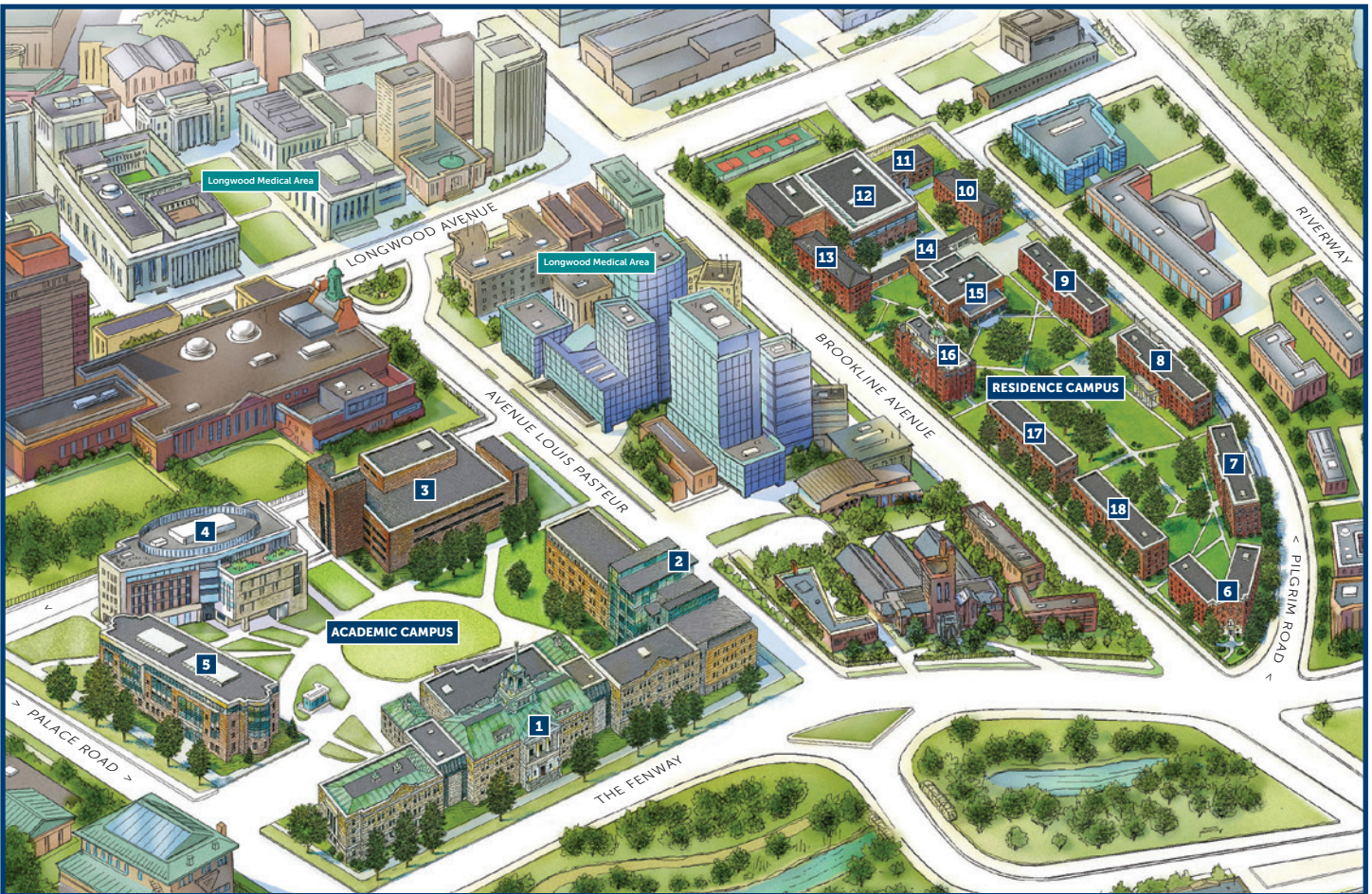
Off-Campus Housing	Off-Campus Address	No. of Fires	Cause of Fire	No. of Persons Receiving Treatment*	No. of Fire-Related Deaths	Value of Property Damage Caused by a Fire
77 Park Dr.	77 Park Dr.	0	N/A	0	0	0
81 Park Dr.	81 Park Dr.	0	N/A	0	0	0
Wheelock College Peabody Hall	210 Riverway	0	N/A	0	0	0
1023 Beacon St. Brookline	1023 Beacon St. Brookline	0	N/A	0	0	0

## Fire Statistics 2016

Residence Hall	Residence Hall Address	No. of Fires	Cause of Fire	No. of Persons Receiving Treatment*	No. of Fire-Related Deaths	Value of Property Damage Caused by a Fire
Arnold Hall	78 Pilgrim Rd.	0	N/A	0	0	0
Dix Hall	30 Pilgrim Rd.	0	N/A	0	0	0
Evans Hall	305 Brookline Ave.	0	N/A	0	0	0
Mesick Hall	291 Brookline Ave.	0	N/A	0	0	0
Morse Hall	275 Brookline Ave.	0	N/A	0	0	0
North Hall	86 Pilgrim Rd.	0	N/A	0	0	0
Simmons Hall	255 Brookline Ave.	0	N/A	0	0	0
Smith Hall	54 Pilgrim Rd.	0	N/A	0	0	0
South Hall	321 Brookline Ave.	0	N/A	0	0	0
Off-Campus Housing	None	N/A	N/A	N/A	N/A	N/A
77 Park Dr.	77 Park Dr.	0	N/A	0	0	0
81 Park Dr.	88 Park Dr.	0	N/A	0	0	0
Wheelock College Peabody Hall	210 Riverway	0	N/A	0	0	0
1023 Beacon St. Brookline	1023 Beacon St. Brookline	0	N/A	0	0	0

\*For fire-related injuries at a medical facility

\*\*Fire contained inside a stove in the kitchen



\*Buildings with gender-inclusive restrooms.

Map is a representation of the area and is not drawn to scale.

## ACADEMIC CAMPUS

300 The Fenway  
Boston, Massachusetts 02115

- 1** Main College Building (MCB)  
\*Third floor, East Wing, gender-inclusive restroom  
\*Across from Bookstore, gender-inclusive restroom (two stalls)
- 2** Beatley Library and Lefavour Hall  
\*Second floor, Beatley Library, gender-inclusive restroom
- 3** Park Science Center  
\*Fourth floor, gender-inclusive restroom
- 4** Management and Academic Building  
\*Second floor, gender-inclusive restroom
- 5** One Palace Road  
\*Fourth floor, gender-inclusive restroom

## RESIDENCE CAMPUS

54 Pilgrim Road  
Boston, Massachusetts 02215

- 6** Simmons Hall\*
- 7** Dix Hall\*
- 8** Smith Hall\*
- 9** Arnold Hall\*
- 10** North Hall\*
- 11** Health Center/Residence Life  
\*First floor and second floor, gender-inclusive restrooms
- 12** Holmes Sports Center  
\*Second floor, gender-inclusive restroom
- 13** South Hall\*
- 14** Alumnae Hall
- 15** Bartol Dining Hall  
\*First floor, gender-inclusive restroom
- 16** Evans Hall\*
- 17** Mesick Hall\*
- 18** Morse Hall\*

All of the nine residence halls have gender-inclusive restrooms off of the first floor lobby area.

For more information, please visit: [simmons.edu](http://simmons.edu)

For directions and parking information, please visit: [simmons.edu/maps-directions](http://simmons.edu/maps-directions)

Main phone number: **617-521-2000**

Police and Public Safety emergency number: **617-521-1111**

Police and Public Safety non-emergency number: **617-521-1112**



Simmons University  
300 The Fenway  
Boston, MA 02115  
[simmons.edu](http://simmons.edu)