



January 1, 2012 – December 30, 2012

ANNUAL SECURITY REPORT

Trocaire College

www.trocaire.edu

*The Jeanne Clery Disclosure of Campus Security Policy and
Campus Crimes Statistics Act*

U.S. DEPARTMENT OF EDUCATION

www.ope.ed.gov/security

Main Campus (Choate Avenue)
360 Choate Avenue
Buffalo, NY 14220

Seneca Street Location
2262 Seneca Street
Buffalo, NY 14210

Transit Road Extension Center
6681 Transit Road
Williamsville, NY 14221

Prepared by:
Office of Security and Facilities
and
Department of Student Affairs

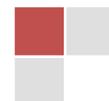


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MISSION STATEMENT

Trocaire College, a private, career-oriented Catholic college, in the spirit of the Sisters of Mercy, strives to empower students toward personal enrichment, dignity and self-worth through education in a variety of professions and in the liberal arts. Recognizing the individual needs of a diverse student body, Trocaire College provides life learning and development within a community-based environment. Trocaire College prepares students for service in the universal community.

VISION STATEMENT

Trocaire is the college where lives are transformed. Our graduates will be the first choice of employers.

IMPORTANT PHONE NUMBERS

Security (Choate Avenue)	827-2500 or 445-2104 (cell)
Security (Transit Road)	827-4300
Security (Seneca Street)	827-4320
Switchboard	826-1200
Director of Security	827-2564
Dean of Students	827-2481
Counselor	827-2445
Health Office	827-2489
Life Threatening Emergency	911

ANNUAL SECURITY REPORT DISCLOSURE

The Director of Safety & Security prepares this report with the Student Affairs Department to comply with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act. The full text of this report can be located on our web site at www.trocaire.edu/student-life/student-affairs.edu. You will also be able to connect to our site via the Trocaire home page at www.trocaire.edu. This report is prepared in cooperation with the local law enforcement agencies surrounding our three locations (Choate, Transit and Seneca) and alternate sites. Each entity provides updated information on their educational efforts and programs to comply with the Act.

Campus crime, arrest and referral statistics include those reported to the Trocaire security, designated campus officials (including but not limited to directors, deans, department heads, advisors to students/student organizations) and local law enforcement agencies. These statistics may also include crimes that have occurred in private residences, neighborhoods or businesses surrounding the college.

Each year, an e-mail notification is made to all enrolled students, faculty, and staff which provides the website to access this report. Copies of the report may also be obtained at the Dean of Student Affairs office located at Choate Room #129 or by calling (716) 827-2481.

The web site address is available to all prospective students in their admissions packet. It will also be distributed potential employees interviewing for positions at the college and to all Life-Long Learning Students.

CAMPUS SECURITY

Campus security is located in the front entrances of all three locations. A guard is working whenever the college is open at each location. Officers aid in enforcement of federal, state, and local statutes, as well as Trocaire College regulations. Security guards are contracted through an outside agency and managed by the Director of Facilities and Security.

All security guards must meet the training requirements of the State of New York Security Guard Act. The college employs an out-sourced security service whose primary objective is to encourage a safe and healthy experience that enhances the campus learning experience and compliments the college's mission.

Campus Security advocates law enforcement, security, and emergency response at Trocaire College. Campus Safety provides support services tailored to meet the needs of the Trocaire College community. Some of the services are:

- Development and distribution of ID Cards
- Test and maintain all fire-prevention equipment and alarms
- Inspect buildings for safety compliance
- Maintain a lost and found department

A number of emergency telephones are located throughout the main building. These telephone boxes are easily identified by signage, which is mounted directly above the box. They can be used to report a criminal incident, fire, or any other type of emergency.

To reach the Choate Campus Security from off-campus, dial (716) 445-2104, on-campus dial, extension 2500. Transit Road security can be reached at 827-4300.

Trocaire security maintains a close working relationship with the Buffalo Police Department (BPD). Meetings are held between the leaders of these agencies on both a formal and informal basis. The Director of Facilities & Security and BPD communicate regularly on the scene of incidents that occur in and around the campus area. The Director of Facilities & Security work closely with the Community Officer at BPD when incidents arise that require joint investigative efforts, resources, crime related reports and exchanges of information, as deemed necessary. There is no written memorandum of understanding between Trocaire and the BPD.

Trocaire College does not have any officially recognized student organizations with off-campus locations that the BPD monitors or reports.

We encourage all students and employees to report crimes to the local authorities and then notify campus security.

REPORTING A CRIME

All criminal activity must be reported to Campus Security immediately at any location. For emergencies, please call 911 and then notify Security or front entrance employee of the situation. Campus Security and the Director of Security investigates all reports and notifies appropriate college personnel and, if necessary, the Buffalo Police. Emergency buttons are also available at Choate location that either connects directly to a monitoring station or the front desk.

In addition to security you may report a crime to the following areas:

- | | |
|---|---------------------------------|
| 1. Director of Facilities and Security: | Choate Room 330, 827-2564 |
| 2. Dean of Student Affairs: | Choate Room 129, 827-2481 |
| 3. Counselor: | Choate Room 137, 827-2445 |
| 4. Health Office: | Choate Room 114, 827-2489 |
| 5. Student Activities: | Choate Room 133, 827-2547 |
| 6. Student Services Transit Road: | Transit Road Room 104, 827-4301 |

We encourage all crime reporting to be done in a timely manner.

CAMPUS SECURITY AUTHORITIES

The Clery Act requires all institutions to collect crime reports from a variety of individuals and organizations that have specific contact with students. Under Clery, a crime is “reported” when it is brought to the attention of a campus security authority or local law enforcement personnel by a victim, witness, or third party or even the offender. The function of a campus security authority is to report to the official or office designated by the institution to collect crime report information those allegation of Clery Act crimes that he or she concludes were made in good faith.

The following positions are designated as the Trocaire College Campus Security Authorities by the criteria set in the Clery Act.

Security

Director of Facilities and Security
Facilities Coordinator
Dean of Student Affairs
Coordinator of Student Activities
Director of Student Services at Transit Road
Health Records Office
Club Advisors
Switchboard Operators
Campus Support (Transit)
Coordinator of Veteran’s Services
Executive Director of Human Resources

LIMITED VOLUNTARY CONFIDENTIAL REPORTING

Trocaire College encourages anyone who is the victim or witness to any crime to promptly report the incident to the police or security. Because police reports are public records under state law, Trocaire security cannot hold reports of crime in confidence. Confidential reports for purposes of inclusion in the annual disclosure of crime statistics can generally be made to other campus security authorities as identified above.

TIMELY WARNINGS

In the event a situation arises, either on or off campus, that, in the judgment of the Director of Security constitutes an ongoing or continuing threat, a campus-wide “timely warning” will be issued. The warning will be issued through the college email system or by postings on official

campus bulletin boards and or Trocaire video boards. This warning will also include information that would promote safety and might aid in the prevention of similar crimes.

Depending on the particular circumstances of the crime, especially in all situations that could pose an immediate threat to the community and individuals the Emergency Notification System may be activated through the procedures outlined under Emergency Procedure and Response.

Anyone with information warranting a timely warning should report the circumstances to security at any location or by phone at 716-445-2104.

EMERGENCY NOTIFICATION SYSTEM (ENS)

Trocaire College has implemented an Emergency Notification System. In the event of a campus closing or other emergency situation, Trocaire's Communications Office will activate the emergency system that sends notifications through text messaging, email, and voice messages to cell and home phone numbers. You will be able to include up to six phone numbers, two email addresses and a text message number as notification contacts.

School closings due to inclement weather will also activate the notification system.

Instructions may also be accessed on the website by going to:

<https://www.trocaire.edu/my/student-life/safety-and-emergency>

ENS INSTRUCTIONS

- Decide which phone number(s) and/or e-mails you want to use.
- Go to the following web site: <https://portal.blackboardconnected.com/911088311>

Email Address: Your Trocaire College email address.

ID Number: Your college ID number. Found on your Trocaire ID or on your schedule. Use only the last 5 digits of your college ID number.

- View, edit, and add phone numbers, SMS (text message) number, and e-mails as needed.
- You can return to this site at any time to change your contact information and you should remember to do so if, for example, your telephone number changes.
- Enter the required information on the screen, follow the directions, and click on any necessary check boxes and buttons.

Please remember to update your information when you change your phone number!

EMERGENCY PROCEDURE AND RESPONSE

Serious injury, sickness or emergency requires immediate and clear communication with appropriate parties. If you come across an emergency situation or another individual who needs assistance, please follow the following procedures:

1. Remain Calm and keep individual comfortable.

2. Call 911 directly. Give the exact address of College (360 Choate Avenue, 315 or 317 Choate Avenue (houses) or 6681 Transit Road or 2262 Seneca Street) location and brief, concise and specific details of the incident.
3. Call the College operator at ext. 0, who will notify Security that 911 is coming. If you are unable to call 911 on your phone, ask the operator to call giving details.

When reaching the site, security or front entrance employee should:

1. Confirm that 911 has been called.
2. If possible, stay with individual until ambulance arrives.
3. Notify Director of Facilities and Security. .
4. Make out incident report and give to Director of Facilities and Security and a copy to the Health Office (if individual is a student).

Procedures to Notify Campus Community

Upon notification by campus security, the Director of Facilities & Security will investigate all campus emergencies. Confirming dialogue may include conversations with security, witnesses, victim(s) and/or local authorities. The Director of Facilities & Security or designate is responsible for confirming an emergency and determining if the Emergency Notification System (ENS) needs to be activated. The ENS system will be activated if there is an immediate or impending threat to the campus community. The entire Trocaire community will be notified of any immediate threats regardless of building location. The individual activating the ENS in collaboration with the Director of Facilities and Security will determine the content of the message. In absence of the Director of Facilities & Security, the Facilities Coordinator or a Trocaire administrator will make this determination.

EMERGENCY NOTIFICATION

Individuals who are responsible in determining the need for ENS activation

Director of Facilities and Security or
Facilities & Security Coordinator or a
President's Council Administrator

Individuals who can activate ENS System

Director of Communications
Website/Social Media Editor
V.P. of Institutional Advancement

In the event of an emergency, the college is committed to notifying the college community of said emergency without delay unless notification would compromise efforts to assist a victim, or to contain, respond to, or otherwise mitigate the emergency.

In addition to possible use of the ENS system, the Director of Facilities & Security will utilize campus postings, college email and college video boards to inform the campus community of information regarding an emergency situation. If appropriate, radio and television alerts will be used by the Director of Communications or the Website/Social Media editor to inform the neighboring community of any immediate threats that may impact them.

Testing Emergency Response and Evacuation Procedures

The purpose of testing the emergency and response procedures is to prepare the Trocaire community in case an emergency ever emerges. At Trocaire, unannounced fire drills are scheduled each semester by the facilities office. An announced ENS system test is also scheduled by the Communications office.

The Director of Facilities & Security will conduct a “tabletop exercise” once a year with those Trocaire individuals responsible for responding to an emergency incident. Local law enforcement, firefighters and first responders will be invited. Simulated scenarios will be provided with an assessment at the end to obtain feedback from participants. The goal of this exercise is so everyone understands his or her role and responsibility in case of an emergency.

The emergency and response procedures will be sent out once a year in the Annual Security report as well as included in the ENS announced test. This will be done via email before testing of the ENS system. All test dates, times, description and whether it was announced or unannounced will be kept by the Director of Facilities and Security for seven years.

ACCESS TO COLLEGE FACILITIES

Most college buildings and facilities are accessible to members of the campus community, prospective students, and visitors during normal hours of business, Monday through Friday, and for limited designated hours on Saturday and Sunday (Transit Road only), during periods of time the college is in normal operation. For information regarding access to campus facilities, contact the College Operator at (716) 826-1200. The college does not have residential facilities.

During business hours, the College will be open to students, parents, employees, contractors, guests, and invitees. During non-business hours access to all College facilities is by key, if issued, or by admittance via the Director of Facilities and Security. In the case of periods of extended closing, the College will admit only those with prior written approval to all facilities. Emergencies may necessitate changes or alterations to any posted schedules. The Security Advisory Committee meets minimally twice a semester to discuss security issues.

The Director of Facilities & Security, security personnel, and maintenance routinely check for security issues such as properly working lighting, locks, alarms and landscaping.

FIRE

If a fire cannot be controlled with an extinguisher, an alarm should be activated and efforts to evacuate the building undertaken. Persons evacuating the building should proceed to the nearest marked exit and assist those who are physically challenged. No person should return to an evacuated building unless told to by a member of the College’s administration.

SECURITY ADVISORY COMMITTEE

The Security Advisory Committee was established at the college in response to the requirements of New York State Education Law (Article 129-A). This Committee is comprised of College Administration, Faculty, Staff, and Students.

The Committee shall review current campus security policies and procedures and make recommendations for their improvement. It shall specifically review current policies and procedures for:

- a. educating the college community, including security personnel and those persons who advise or supervise students, about sexual assault pursuant to Article 129-A of the New York State Education Law;
- b. educating the campus community about personal safety and crime prevention;
- c. reporting sexual assaults and dealing with victims during investigations;
- d. referring complaints to appropriate authorities;
- e. counseling victims; and
- f. responding to inquiries from concerned persons.

Students wishing to participate in this committee are encouraged to contact the Dean of Student Affairs.

CRIME PREVENTION

During new student and transfer orientations students are informed of the security measures established by the college. Students are informed of safety awareness and told of good practice while at the college.

A common theme of all awareness and crime prevention programs is to encourage students and employees to be aware of their responsibility for their own security and the security of others.

Crime prevention at Trocaire College is based upon the dual concepts of eliminating or minimizing criminal opportunities and encourages students and employees to be responsible for their own security and security of others. The following is a listing of the crime prevention projects employed by Trocaire College.

New and Transfer Student Orientation: Information regarding campus safety and security is part of the orientation presentation.

Printed Crime Prevention Materials: Printed crime prevention brochures and posters related to motor vehicle security, bicycle security, health services, employee security and library security are distributed at various locations throughout campus.

Fire Alarm System: A central station monitors and maintains fire alarm systems on campus.

Facilities Surveys: Comprehensive surveys of exterior lighting, exterior doors and grounds are conducted each year by the Director of Facilities and Security.

Video Surveillance: Video surveillance cameras are located in strategic areas on campus and are monitored by Campus Safety and the Facilities and Security Office.

Architectural Design: The Director of Facilities and Security makes recommendations relating to physical and electronic security systems for new and renovated campus facilities.

Enhanced Emergency Telephone System: All on-campus telephone calls made to 911 from a campus phone are identified and the telephone number and location of the telephone are displayed on a screen to Campus Safety. This enhanced emergency telephone system was

installed to ensure that Campus Safety knows the on-campus origin of an emergency call, even if the caller is unable to communicate verbally.

Currently, the college does not have any programs that specifically address student and employee crime prevention.

STUDENT CODE OF CONDUCT

Trocaire College has high regard for its students and for all members of the College Community. Trocaire expects its students to obey all applicable civil laws; to behave in ethical, professional and courteous ways and to observe the specific policies and standards which govern a student's behavior at the college.

Any type of dishonest, abusive or destructive behavior may be subject to disciplinary actions. The following are considered to be specific violations of the Student Code of Conduct. Violations of the Student Code of Conduct shall include but are not limited to:

1. Use of, or threatened use of, physical force or violence; endangering the health or safety of self or other person, including rape and sexual assault.
2. Physical, verbal or electronic harassment of another person; to include harassment based on actual or perceived sex, race, color, disability, national and ethnic origin, age, religion, creed, status as a victim of domestic violence, veteran of military status, genetic information, sexual orientation, or any other protected class as defined by Federal, NY State, Erie County or the City of Buffalo regulations or laws.
3. Possession, use, or sale of illegal drugs; inappropriate and disruptive behavior resulting from use of illegal drugs.
4. Possession or use of alcohol; inappropriate and disruptive behavior resulting from the use of alcohol.
5. Possession or use of firearms, weapons, illegal fireworks, incendiary devices or explosives.
6. Tampering with fire alarms and/or other fire safety equipment. Refusing to leave the building during an alarm.
7. Theft, destruction, damage or defacement of college property or the property of others.
8. Disruption or obstruction of college activities including administration, classes, campus services, or organized events, and of the use of college premises. Students are responsible for the conduct of guests or family members on campus.
9. Illegal gambling.
10. Smoking on campus.
11. Hazing.
12. Bullying of another student, employee, or visitor.
13. Academic dishonesty (such as cheating, plagiarism, or furnishing false information to any college official or office) will be handled by the Office of Academic Affairs.
14. Failure to comply with a direction(s) of any College official acting in performance of his/her duty.
15. Violation of any other college policies, regulations or procedures.

Disciplinary procedures can be found in the Student Handbook and Planner.

<http://www.trocaire.edu/student-life/student-affairs>

INFORMATION FOR CRIME VICTIMS ABOUT DISCIPLINARY PROCEEDINGS

Trocaire College, upon written request, will disclose to the victim of any crime of violence or a nonforcible sex offense, the result of any disciplinary proceeding conducted by the institution against a student who is the alleged perpetrator of such crime or offense. If the alleged victim is deceased as a result of the crime of offense, the information shall be provided, upon request, to the next of kin of the alleged victim.

BIAS-RELATED CRIME ACT OF 2000 ARTICLE 129-A OF THE NEW YORK STATE EDUCATION LAW; SECTION 6436

In compliance with the New York State Education Law, Section 6436, Bias-Related Crime Act of 2000, the following information is designed to outline to the Trocaire College Community the applicable laws on bias-related crimes, the penalties for the commission of bias-related crimes, the procedures for reporting crimes, the availability of counseling and support services, the nature of and common circumstances relating to bias related crimes, and the methods used by Trocaire College to advise and to update students about security procedures.

Reporting a Crime

If you are the victim of a bias-related crime, or you know or suspect that a member of the college community is a victim of a bias-related crime the following resources are available to you:

- *Trocaire College Security*
Front Desk (both locations): Choate Avenue: 445-2104
Transit Road: 827-4300
- *Dean of Student Affairs*
Main Campus Room 129: 716-827-2481
- *Counselor*
Main Campus Room 137: 716-827-2445
- *Buffalo Police Department*
Dial 911

New York State Penal Code: § 485.05 Hate Crimes.

A person commits a hate crime when he or she commits a specified offense and either:

(a) intentionally selects the person against whom the offense is committed or intended to be committed in whole or in substantial part because of a belief or perception regarding the race, color, national origin, ancestry, gender, religion, religious practice, age, disability or sexual orientation of a person, regardless of whether the belief or perception is correct, or

(b) intentionally commits the act or acts constituting the offense in whole or in substantial part because of a belief or perception regarding the race, color, national origin, ancestry, gender, religion, religious practice, age, disability or sexual orientation of a person, regardless of whether the belief or perception is correct.

A "specified offense" is an offense defined by any of the following provisions the NYS Penal Law:

- section 120.00 (assault in the third degree);
- section 120.05 (assault in the second degree);
- section 120.10 (assault in the first degree);
- section 120.12 (aggravated assault upon a person less than eleven years old);
- section 120.13 (menacing in the first degree);
- section 120.14 (menacing in the second degree);
- section 120.15 (menacing in the third degree);
- section 120.20 (reckless endangerment in the second degree);
- section 120.25 (reckless endangerment in the first degree);
- subdivision one of section 125.15 (manslaughter in the second degree);
- subdivision one, two or four of section 125.20 (manslaughter in the first degree);
- section 125.25 (murder in the second degree);
- section 120.45 (stalking in the fourth degree);
- section 120.50 (stalking in the third degree);
- section 120.55 (stalking in the second degree);
- section 120.60 (stalking in the first degree);
- subdivision one of section 130.35 (rape in the first degree);
- subdivision one of section 130.50 (sodomy in the first degree);
- subdivision one of section 130.65 (sexual abuse in the first degree);
- paragraph (a) of subdivision one of section 130.67 (aggravated sexual abuse in the second degree);
- paragraph (a) of subdivision one of section 130.70 (aggravated sexual abuse in the first degree);
- section 135.05 (unlawful imprisonment in the second degree);
- section 135.10 (unlawful imprisonment in the first degree);
- section 135.20 (kidnapping in the second degree);
- section 135.25 (kidnapping in the first degree);
- section 135.60 (coercion in the second degree);
- section 135.65 (coercion in the first degree);
- section 140.10 (criminal trespass in the third degree);
- section 140.15 (criminal trespass in the second degree);
- section 140.17 (criminal trespass in the first degree);
- section 140.20 (burglary in the third degree);
- section 140.25 (burglary in the second degree);
- section 140.30 (burglary in the first degree);
- section 145.00 (criminal mischief in the fourth degree);
- section 145.05 (criminal mischief in the third degree);
- section 145.10 (criminal mischief in the second degree);
- section 145.12 (criminal mischief in the first degree);
- section 150.05 (arson in the fourth degree);
- section 150.10 (arson in the third degree);

- section 150.15 (arson in the second degree);
- section 150.20 (arson in the first degree);
- section 155.25 (petit larceny);
- section 155.30 (grand larceny in the fourth degree);
- section 155.35 (grand larceny in the third degree);
- section 155.40 (grand larceny in the second degree);
- section 155.42 (grand larceny in the first degree);
- section 160.05 (robbery in the third degree);
- section 160.10 (robbery in the second degree);
- section 160.15 (robbery in the first degree);
- section 240.25 (harassment in the first degree);
- subdivision one, two or four of section 240.30 (aggravated harassment in the second degree); or any attempt or conspiracy to commit any of the foregoing offenses.

**Penalties for commission of bias-related crimes; New York State Penal Law
§ 485.10 Sentencing**

1. When a person is convicted of a hate crime pursuant to this article, and the specified offense is a violent felony offense, as defined in section 70.02 of this chapter, the hate crime shall be deemed a violent felony offense.

2. When a person is convicted of a hate crime pursuant to this article and the specified offense is a misdemeanor or a class C, D or E felony, the hate crime shall be deemed to be one category higher than the specified offense the defendant committed, or one category higher than the offense level applicable to the defendant's conviction for an attempt or conspiracy to commit a specified offense, whichever is applicable.

3. Notwithstanding any other provision of law, when a person is convicted of a hate crime pursuant to this article and the specified offense is a class B felony:
 - (a) the maximum term of the indeterminate sentence must be at least six years if the defendant is sentenced pursuant to section 70.00 of this chapter;
 - (b) the term of the determinate sentence must be at least eight years if the defendant is sentenced pursuant to section 70.02 of this chapter;
 - (c) the term of the determinate sentence must be at least twelve years if the defendant is sentenced pursuant to section 70.04 of this chapter;
 - (d) the maximum term of the indeterminate sentence must be at least four years if the defendant is sentenced pursuant to section 70.05 of this chapter; and
 - (e) the maximum term of the indeterminate sentence or the term of the determinate sentence must be at least ten years if the defendant is sentenced pursuant to section 70.06 of this chapter.

4. Notwithstanding any other provision of law, when a person is convicted of a hate crime pursuant to this article and the specified offense is a class A-1 felony, the minimum period of the indeterminate sentence shall be not less than twenty years.

Students who commit Biased-Related crimes will also be subject to disciplinary actions by the college.

ALCOHOL AND DRUG POLICY

Trocaire College recognizes that substance abuse is a major health problem throughout the United States and thus, is committed to establishing a drug-free environment. Henceforth, and in accordance with the Drug-Free Workplace Act of 1988, the following standards will apply.

The unlawful possession, use or distribution of illicit or legal drugs and alcohol by students on College property is expressly prohibited. The applicable legal sanctions under local, state or federal law for the unlawful possession or distribution of illicit drugs and alcohol will be enacted. A federal or state drug conviction can disqualify a student for Federal Student Aid (FSA) funds.

In facing the challenge of creating a drug free society, Trocaire endeavors to educate by providing on-campus drug awareness programs, literature and resource/referral services to appropriate community based agencies for all members of the College Community. Good faith efforts will include strict enforcement as well as implementation of this policy.

1. Any student determined to be in violation of this policy will be subject to disciplinary action including: satisfactory participation in a rehabilitation program or expulsion from the College. In accordance with provisions of the Cleary Act, Drug and alcohol violations must be reported in the US Dept. of Education's annual Campus Crime Survey and reported in the College's annual Campus Security Report if they result in disciplinary referral or arrest.
2. The process for imposing the above disciplinary sanctions shall be designed to accord student's substantive and procedural fairness as developed in the Policy of Disciplinary Proceedings (Regulation 601).
3. A student self-certifies a federal or state drug conviction in applying for aid that he/she is eligible. A conviction for any offense involving sale or possession of illegal drugs that occurred during a period of enrollment for which the student was receiving Title IV aid will result in loss of eligibility for any Title IV, HEA grant, loan or work-study assistance. A student regains eligibility the day after the period of ineligibility ends or when he successfully completes a qualified drug rehabilitation program. HEA Section 484(r), 34 CFR 668.40
4. Any College-authorized student activity, which allows for the legal consumption of alcoholic beverages, must be held off campus. Only a cash bar is allowable since college funds may not be used to purchase or subsidize alcoholic beverages at a student activity.

DRUG AND ALCOHOL INFORMATION AND PREVENTION

The Trocaire College report on Drug and Alcohol Information and Prevention can be found at <http://www.trocaire.edu/current/student-affairs>. Abuse of alcohol and drugs can have a serious impact on professional, academic, and personal life. Trocaire College encourages members of the community who may be experiencing difficulty with drugs or alcohol to contact one of the resources provided.

SEXUAL ASSAULT POLICY

Trocaire College is fully committed to ensuring that its Campus is a place where students are able to feel secure in their physical safety and their emotional well-being. To that end, Trocaire College condemns and will not tolerate sexual assault in any form, including acquaintance rape.

Where there is cause to believe that a sexual assault has occurred, the College will pursue strong disciplinary action established in accordance with the schools Disciplinary Procedures (See Regulation #600). The college will work with local law enforcement agencies to address sexual assault accusations.

Procedures student and employees should follow the following procedures if a sex offense occurs on or near campus.

1.
 - a. Call 911.
 - b. Notification of Campus Security.
The following offices will be notified of the offense to provide support.
 - c. Notification of Director of Facilities & Security.
 - d. Notification of Dean of Student Affairs.
 - e. Notification to Coordinator of Health Services and Counseling Office.
 - f. If an immediate threat to the college community exists the ENS system will be activated.
2. The Counseling Office is available to assist victims of sexual assault with the provisions of supportive services along with resource and referral.
3. The Student has the right to file a criminal complaint. College personnel will assist a student in notifying the authorities and assist through the interview process.
4. The accuser has the right to fill out an Incident Report and pursue College Disciplinary Procedures. The College Disciplinary procedures are outlined in Regulation #600. College disciplinary procedures can be implemented congruently with a criminal investigation.
5. The right of an accuser and accused is to have a person of her/his choice accompany her/him throughout the entire Disciplinary Procedure. This person can only be a current employee of Trocaire College.
6. If a student is sexually assaulted by another student off-campus, the college is obligated to respond if a student files a complaint.
7. Both the accuser and the accused will be informed of the outcome. Those students found responsible for violating the Student Code of Conduct may be suspended or expelled.
8. Students who allege sexual assault by another student may request a change in their academic situations on campus after the alleged incident takes place if such changes are reasonably available.

9. Retaliatory harassment by the accused or their associates are not tolerated by the college. Subsequent problems should be immediately reported to the administrator who handled the situation.
10. The College's Security Advisory Committee (Regulation # 324) is comprised of faculty, staff and students, and is responsible for reviewing campus security policies and procedures, and fostering education and advocacy goals.
11. In an effort to diminish the escalating rate of sexual assaults prevalent in today's society, the College will provide educational workshops, materials and lectures relevant to this issue, with emphasis on the role of awareness and prevention. Information is described in College Regulation # 324 Security Advisory Committee.

GUIDELINES FOR SEXUAL ASSAULT ASSISTANCE

1. If you are raped or sexually assaulted

- Get to a safe place as soon as you can
- Try to preserve all physical evidence. Do not wash, use the toilet, or change clothing if you can avoid it. If you do change clothes, put all the clothing you were wearing at the time of the attack in a paper, not plastic, bag.
- Get medical attention as soon as possible to make sure you are physically well and to permit collection of important evidence in the event that you may later wish to take legal action
- Follow Trocaire College reporting procedures
- Talk with an advocate or counselor who will maintain privacy, help explain your options, give you information, and provide emotional support
- Contact someone you trust to be with you and support you
- Past abuse: Many individuals experience sexual assault and never tell anyone about it at the time of the incident. If you were victimized weeks or years ago, assistance is still available to you. Talking with someone now may help you cope better with abuse from the past, whether it was rape, child sexual abuse, incest, or sexual harassment

2. Immediate and Follow-up Medical treatment

- To assess and treat any physical injuries
- To determine the risk of sexually transmitted disease or pregnancy and take preventive measures
- To gather evidence that could aid criminal prosecution

3. Counseling and emotional support

On campus

The Counseling Office is available to assist victims of sexual assault with the provision of supportive services along with resource and referral.

Off campus

Crisis Services, 2969 Main St, Buffalo, NY 14214, 716-834-3131

IT HAPPENED TO ALEXA FOUNDATION

“It Happened to Alexa Foundation” assists rape victims and their families by easing the financial burden they face while traveling to attend the criminal trial.

Contact Information:

It Happened to Alexa Foundation
125 South First Street
Lewiston, New York 14092
Phone: (716) 754-9105; 877-77-ALEXA (25392)
Fax: (716) 754-4676
Email: info@ithappenedtoalexa.org
Website: www.ithappenedtoalexa.org

COUNSELING SERVICES

The Student Personal Counseling Office is located in Room 137 at the Choate Campus. Students are free to walk in or schedule appointments to discuss any problems: academic, relational, stress, family, alcohol/substance abuse, or Department of Social Services issues. If a needed service cannot be provided, an appropriate referral will be made. All counseling records are confidential and release of information about a student will be made only with written consent of the student. Transit Road students can schedule an appointment by calling 827-2445.

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

The rulemaking committee defines counselors as:

Professional Counselor

An employee of an institution whose official responsibilities include providing psychological counseling to members of the institution’s community and who is functioning within the scope of his or her license or certification.

HEALTH SERVICES

The Student Health Office is located in Choate Campus Room 114. All new students are requested to bring their immunization records when they register. Any delays must be discussed with the Health Office nurse. These records are requested to be handed into the Health office before the first day of classes. All health records submitted to this office are kept confidential. A registered nurse is available during posted hours to discuss health-related concerns. The facilities of Mercy Hospital are conveniently located in case of an emergency or serious illness.

MEGAN'S LAW

Megan's Law generally provides for some type of public notification of the whereabouts of convicted sex offenders after their release from prison. You can find information regarding sex crime offenders at the following link: www.parentsformeganslaw.org

CRIME STATISTICS

The Campus Safety Department records information relevant to any crime-related activity occurring on campus. Statistics are published annually and are available to anyone upon request. They are also available on the U.S. Department of Education website ([HTTP://OPE.ED.GOV/SECURITY](http://OPE.ED.GOV/SECURITY)) "OPE ID: 00281200" or by contacting the Director of Security at 827-2564. The Advisory Committee on Campus Safety will provide upon request all campus crime statistics as reported to the United States Department of Education.

CHOATE AVENUE CRIME STATISTICS

Offense	Year	On Campus Property	Non Campus Property	Public Property
Murder/ Non-Negligent Manslaughter	2010	0	0	0
	2011	0	0	0
	2012	0	Na*	Na*
Negligent Manslaughter	2010	0	0	0
	2011	0	0	0
	2012	0	Na*	Na*
Sex Offenses, Forcible	2010	0	0	0
	2011	0	0	0
	2012	0	Na*	Na*
Sex Offenses, Non-Forcible	2010	0	0	0
	2011	0	0	0
	2012	0	Na*	Na*
Robbery	2010	0	0	0
	2011	0	0	0
	2012	0	Na*	Na*
Aggravated Assault	2010	0	0	0
	2011	0	0	0
	2012	0	Na*	Na*
Burglary	2010	0	0	0
	2011	0	0	0
	2012	0	Na*	Na*
Motor Vehicle Theft	2010	0	0	0
	2011	0	0	0
	2012	0	Na*	Na*
Domestic Violence	2010	0	0	0
	2011	0	0	0
	2012	0	Na*	Na*
Dating Violence	2010	0	0	0
	2011	0	0	0
	2012	0	Na*	Na*
Stalking Incidents	2010	0	0	0
	2011	0	0	0
	2012	0	Na*	Na*
Arrests: Weapons: Carrying, Possessing, etc.	2010	0	0	0
	2011	0	0	0
	2012	0	Na*	Na*
Disciplinary Referrals: Weapons: Carrying, Possessing, etc.	2010	0	0	0
	2011	0	0	0
	2012	0	Na*	Na*
Arrests: Drug Abuse Violations	2010	0	0	0
	2011	0	0	0
	2012	0	Na*	Na*
Disciplinary Referrals: Drug Abuse Violations	2010	0	0	0
	2011	0	0	0
	2012	0	Na*	Na*
Arrests: Liquor Law Violations	2010	0	0	0
	2011	0	0	0
	2012	0	Na*	Na*
Disciplinary Referrals: Liquor Law Violations	2010	0	0	0
	2011	0	0	0
	2012	0	Na*	Na*

*Statistics from local law authorities were not available at time of publication.

Hate Crimes:

There were no reported hate crimes for the years 2010, 2011 or 2012.

TRANSIT ROAD CRIME STATISTICS

Offense	Year	On Campus Property	Non Campus Property	Public Property
Murder/ Non-Negligent Manslaughter	2010	0	0	0
	2011	0	0	0
	2012	0	Na*	Na*
Negligent Manslaughter	2010	0	0	0
	2011	0	0	0
	2012	0	Na*	Na*
Sex Offenses, Forcible	2010	0	0	0
	2011	0	0	0
	2012	0	Na*	Na*
Sex Offenses, Non-Forcible	2010	0	0	0
	2011	0	0	0
	2012	0	Na*	Na*
Robbery	2010	0	0	0
	2011	0	0	0
	2012	0	Na*	Na*
Aggravated Assault	2010	0	0	0
	2011	0	0	0
	2012	0	Na*	Na*
Burglary	2010	0	0	0
	2011	0	0	0
	2012	0	Na*	Na*
Motor Vehicle Theft	2010	0	0	0
	2011	0	0	0
	2012	0	Na*	Na*
Domestic Violence	2010	0	0	0
	2011	0	0	0
	2012	0	Na*	Na*
Dating Violence	2010	0	0	0
	2011	0	0	0
	2012	0	Na*	Na*
Stalking Incidents	2010	0	0	0
	2011	0	0	0
	2012	0	Na*	Na*
Arrests: Weapons: Carrying, Possessing, etc.	2010	0	0	0
	2011	0	0	0
	2012	0	Na*	Na*
Disciplinary Referrals: Weapons: Carrying, Possessing, etc.	2010	0	0	0
	2011	0	0	0
	2012	0	Na*	Na*
Arrests: Drug Abuse Violations	2010	0	0	0
	2011	0	0	0
	2012	0	Na*	Na*
Disciplinary Referrals: Drug Abuse Violations	2010	0	0	0
	2011	0	0	0
	2012	0	Na*	Na*
Arrests: Liquor Law Violations	2010	0	0	0
	2011	0	0	0
	2012	0	Na*	Na*
Disciplinary Referrals: Liquor Law Violations	2010	0	0	0
	2011	0	0	0
	2012	0	Na*	Na*

*Statistics from local law authorities were not available at time of publication.

Hate Crimes:

There were no reported hate crimes for the years 2010, 2011 or 2012.

SENECA STREET CRIME STATISTICS

Offense	Year	On Campus Property	Non Campus Property	Public Property
Murder/ Non-Negligent Manslaughter	2010	*	*	*
	2011	0	0	0
	2012	0	Na*	Na*
Negligent Manslaughter	2010	*	*	*
	2011	0	0	0
	2012	0	Na*	Na*
Sex Offenses, Forcible	2010	*	*	*
	2011	0	0	0
	2012	0	Na*	Na*
Sex Offenses, Non-Forcible	2010	*	*	*
	2011	0	0	0
	2012	0	Na*	Na*
Robbery	2010	*	*	*
	2011	0	0	0
	2012	0	Na*	Na*
Aggravated Assault	2010	*	*	*
	2011	0	0	0
	2012	0	Na*	Na*
Burglary	2010	*	*	*
	2011	0	0	0
	2012	0	Na*	Na*
Motor Vehicle Theft	2010	*	*	*
	2011	0	0	0
	2012	0	Na*	Na*
Domestic Violence	2010	*	*	*
	2011	0	0	0
	2012	0	Na*	Na*
Dating Violence	2010	*	*	*
	2011	0	0	0
	2012	0	Na*	Na*
Stalking Incidents	2010	*	*	*
	2011	0	0	0
	2012	0	Na*	Na*
Arrests: Weapons: Carrying, Possessing, etc.	2010	*	*	*
	2011	0	0	0
	2012	0	Na*	Na*
Disciplinary Referrals: Weapons: Carrying, Possessing, etc.	2010	*	*	*
	2011	0	0	0
	2012	0	Na*	Na*
Arrests: Drug Abuse Violations	2010	*	*	*
	2011	0	0	0
	2012	0	Na*	Na*
Disciplinary Referrals: Drug Abuse Violations	2010	0	0	0
	2011	0	0	0
	2012	0	Na*	Na*
Arrests: Liquor Law Violations	2010	*	*	*
	2011	0	0	0
	2012	0	Na*	Na*
Disciplinary Referrals: Liquor Law Violations	2010	*	*	*
	2011	0	0	0
	2012	0	Na*	Na*

*: Seneca Street Opened January 2011

Na*Statistics from local law enforcement authorities were not available at time of publication

Hate Crimes: There were no reported hate crimes for the years 2010, 2011 or 2012.

Trocaire College Geography

Geography definitions from Clery Act:

On-Campus

Any building or property owned or controlled by an institution within the same reasonably contiguous geographic area and used by the institution in direct support of, or in a manner related to, the institution's educational purposes, including residence halls; and Any building or property that is within or reasonably contiguous to paragraph (1) of this definition, that is owned by the institution but controlled by another person, is frequently used by students, and supports institutional purposes (such as a food or other retail vendor).

Non-Campus

Any building or property owned or controlled by a student organization that is officially recognized by the institution; or Any building or property owned or controlled by an institution that is used in direct support of, or in relation to, the institution's educational purposes, is frequently used by students, and is not within the same reasonably contiguous geographic area of the institution.

Public Property

All public property, including thoroughfares, streets, sidewalks, and parking facilities, that is within the campus, or immediately adjacent to and accessible from the campus.

Choate Campus

360 Choate Avenue
Buffalo, NY 14220

On-Campus:

- Building
- Reserved parking spots
- Mercy Hospital ramp
- Walking path from Mercy Hospital Ramp to tunnel connecting the College
- Trocaire Houses

315 Choate Avenue

317 Choate Avenue

Non-Campus:

- Knights of Columbus parking area
- Knights of Columbus hall and bathroom
- Salem Lutheran Church parking area
- Life-Long Learning off-campus sites

Marian Professional Building

515 Abbott Road

Buffalo, NY 14220

Public Property:

- Sidewalks adjacent to college on Choate Avenue and Mercy Drive
- Sidewalks from college to Salem Lutheran Church

Seneca Street Location

2262 Seneca Street
Buffalo, NY 14210

On-Campus:

- Building
- Parking spaces directly behind building
- M&T Bank parking lot
- Walking path from bank to college

Non-Campus:

- None

Public Property:

- Sidewalks adjacent to building
- St. John's Church parking area

Transit Road Location

6681 Transit Road
Williamsville, NY 14221

On-Campus:

- Building
- Back of building to the fence
- Parking lot to the circle

Non-Campus:

- None

Public Property:

- Roadway leading from Transit Road to the college, including the circle