



2016

ANNUAL SECURITY REPORT

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Overview

The purpose of the Annual Security Report is to provide information on campus safety and security in compliance with the Clery Act. In keeping with the Jeanne Clery Disclosure of Campus Security Policy and the Campus Crime Statistics Act of 1998 (20 USC § 1092(f)), Mercy College of Ohio (“the College”) publishes crime statistics annually. This law is tied to an institution’s participation in federal student financial aid programs and applies to both public and private institutions. The Clery Act is enforced by the United States Department of Education. The Violence Against Women Reauthorization Act (VAWA) amended the Jeanne Clery Act to afford additional rights to campus victims of sexual assault, domestic violence, dating violence, and stalking. Institutions should maintain credible documentation that substantiates their crime statistics.

The report is prepared by the Vice-President of Student Affairs/Dean of Students or his/her designee in cooperation with campus security/police officials including Mercy Public Safety and Mercy Health Police-Youngstown, as well as the Director of Student Life/Housing. This report includes information regarding campus crime and fire statistics relative to the Campus Safety and Security Act and Fire Safety Report, campus policies, and resources for campus community members.

The Annual Security report will be distributed on an annual basis to all students, faculty, and staff no later than October 1. These reports are published annually and provide the past three years of statistics. The campus community is notified of the availability of the report by email and newsletter when the report is published. The report can be accessed on the Mercy College web site, Campus Safety and Security under the Student Affairs tab.

Both the Toledo campus and Youngstown location are monitored and patrolled by Mercy Public Safety/Mercy Health Police Department- Youngstown officers.

Reporting of Criminal Offenses

To report a crime, call 911 (emergencies) or campus police/security (emergencies and non-emergencies).

Toledo Campus	Mercy Public Safety	419-251-4444
Youngstown	Mercy Health Police	330-480-3288

In addition you may report a crime to the following:

Vice-President of Student Affairs/Dean of Students	419-251-1512
Director of Student Life/Housing (Toledo)	419-251-2133
Dean, Youngstown Location	330-480-5374

Campus Security Authorities (CSAs)

The Clery Act requires all institutions to collect crime reports from a variety of individuals and organizations that Clery considers to be “campus security authorities.” Under Clery, a crime is “reported” when it is brought to the attention of a campus security authority or law enforcement

personnel by a victim, witness, other third party or even the offender. If a campus security authority (CSA) receives the crime information and believes it was provided in good faith, he or she will document it as a crime report and forward to Mercy Public Safety/Mercy Health Police Department- Youngstown. Effective October 1, 2016, the following positions (and current employees) are identified as CSAs:

- Mercy Public Safety, 419-251-4444 or 14444 from any campus phone; Mercy Health Police Department- Youngstown, 330-480-3288
- Dean/COO of Youngstown location, Pat McAllen, 330-480-5374
- Vice President of Student Affairs, Marc Adkins, 419-251-1512
- Director of Counseling and Wellness Center, Lisa Sancrant, 419-251-1454*
- Interim Director of Student Life/Housing, Shelly McCoy-Grissom, 419-251-1203
- Resident Assistants – Reports from RAs will be forwarded to the Mercy Public Safety through the Director of Student Life/Housing
- Director of Campus Ministry, Sister Sally Bohnett, 419-251-1866
- Dean of Diversity, Inclusion, and Retention, Shelly McCoy-Grissom, 419-251-1203

*Director of Counseling and Wellness Center professional personnel may serve as confidential reporting resources rather than CSAs under limited circumstances.

Campus Law Enforcement Policy

Authority to arrest/working relationships. Mercy Health police/public safety employs both security personnel and commissioned law enforcement personnel (State of Ohio Peace Officers). The Mercy Health police/public safety has complete police authority to apprehend and arrest persons involved in illegal activity on or adjacent to campus. Major offenses are reported to the local police and may be investigated jointly. Mercy Health police/public safety works closely with local, state, and federal police agencies. Mercy Public Safety operates on the Toledo campus under the Ohio Revised Code section 4973.17(D) with a stipulation in the agreement that Mercy has jurisdiction over any Mercy owned or leased property within the limits of the City of Toledo. Mercy Health Police Department- Youngstown employs commissioned law enforcement personnel.

Accurate and prompt reporting. Community members, students, faculty, and guests are encouraged to report all crimes and public safety-related incidents to Mercy Health law enforcement in a timely manner (Toledo and Youngstown).

Pastoral and professional counselors confidential reporting. Pastoral and professional counselors are not required to report crimes recounted to them. These reports are not included in the annual crime statistics. Counselors are encouraged to inform persons being counseled of the procedures to report crimes for inclusion in the annual crime statistics.

Monitoring and reporting of criminal activity off campus. Mercy College does not have student organizations that maintain officially recognized off campus locations.

Clery Policy on Safety and Security

The Clery Act requires colleges and universities to:

- Publish an annual security report
- Have a public crime log
- Disclose crime statistics for incidents that occur on campus, in unobstructed public areas immediately adjacent to, or running through, the campus at certain non-campus facilities
- Issue timely warnings
- Devise an emergency response, notification and testing policy
- Compile and report fire data to the federal government and publish an annual safety report
- Enact policies and procedures to handle reports of missing students

Crime Statistics and Site Code Descriptions

The following site code descriptions are used in the following crime statistics chart(s).

On Campus: Means any building or property owned or controlled by an institution of higher education within the same reasonably contiguous geographic area of the institution and used by the institution in direct support of, or in a manner related to, the institution's educational purposes, including residence halls; and property within the same reasonably contiguous geographic area of the institution that is owned by the institution but controlled by another person, is used by students, and supports institutional purposes

On-Campus Residential: Facilities for students are a subset of the "on campus" category, and include crimes reported to have occurred in residence halls, apartments, and houses in the reasonably contiguous geographic area, that are owned or controlled by the institution.

Non-Campus: Means any building or property owned or controlled by a student organization recognized by the institution; and any building or property (other than a branch campus) owned or controlled by an institution of higher education that is used in direct support of, or in relation to, the institution's educational purposes, is used by students, and is not within the same reasonably contiguous geographic area of the institution.

Public Property: All public property that is within the same reasonably contiguous geographic area of the institution, such as a sidewalk, street, or other thoroughfare, or parking facility.

Crime Statistics

The statistics are filed on an annual basis with Clery data for the past three years available to faculty/staff/students/public. This report also includes the Fire and Safety Report.

CLERY CRIME STATISTICS (2013, 2014, 2015)

Toledo	On-Campus			On Campus Residential			Non-Campus			Public Property		
	2013	2014	2015	2013	2014	2015	2013	2014	2015	2013	2014	2015
Murder/Homicide	0	0	0	0	0	0	0	0	0	0	0	0
Negligent Homicide	0	0	0	0	0	0	0	0	0	0	0	0
Sex Offenses-Forcible	0	0	0	0	0	0	0	0	0	0	0	0
Sex-Offenses- Non-Forcible	0	0	0	0	0	0	0	0	0	0	0	0
Domestic Violence	0	0	0	0	0	0	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0	0	0	0	0	0	0
Stalking	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	1	1
Aggravated Assault	1	0	1	1	0	1	0	0	0	0	0	1
Burglary	0	0	0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	1	0	0	1	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Law Arrests	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Law Judicial Referral	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Arrests	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Judicial Referral	0	0	0	0	0	0	0	0	0	0	0	0
Illegal Weapons Arrests	0	0	0	0	0	0	0	0	0	0	0	0
Illegal Weapons Judicial	0	0	0	0	0	0	0	0	0	0	0	0
Hate Crimes	0	1	0	0	0	0	0	0	0	0	0	0
Category of Prejudice: Race, Gender, Religion, Sexual Orientation, Ethnicity or Disability	0	Race	0	0	0	0	0	0	0	0	0	0

Type of Crime: Murder/Homicide, Negligent Homicide, Robbery, Aggravated Assault, Burglary, Motor Vehicle Theft, Arson; Larceny-Theft, Simple Assault, Intimidation, or Destruction, Damage or Vandalism of Property		Intimi- - dation										
YOUNGSTOWN	On-Campus			On Campus Residential			Non-Campus			Public Property		
	2013	2014	2015	2013	2014	2015	2013	2014	2015	2013	2014	2015
Murder/Homicide	0	0	0	0	0	0	0	0	0	0	0	0
Negligent Homicide	0	0	0	0	0	0	0	0	0	0	0	0
Sex Offenses- Forcible	0	0	0	0	0	0	0	0	0	0	1	0
Sex-Offenses- Non- Forcible	0	0	0	0	0	0	0	0	0	0	0	0
Domestic Violence	0	0	2	0	0	0	0	0	0	0	2	0
Dating Violence	0	0	0	0	0	0	0	0	0	0	0	0
Stalking	0	0	0	0	0	0	0	0	0	0	2	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	2	0	0	0	0	0	0	0	0	0
Burglary	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	5	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Law Arrests	0	0	0	0	0	0	0	0	0	0	2	0
Liquor Law Judicial Referral	0	0	0	0	0	0	0	0	0	0	0	0
Drug Law Arrests	2	0	12	0	0	0	0	0	0	0	7	0
Drug Law Judicial Referral	0	0	0	0	0	0	0	0	0	0	0	0
Illegal Weapons Arrests	2	0	0	0	0	0	0	0	0	0	0	0

Illegal Weapons Judicial	0	0	0	0	0	0	0	0	0	0	0	0
Hate Crimes	0	0	0	0	0	0	0	0	0	0	0	0
Category of Prejudice: Race, Gender, Religion, Sexual Orientation, Ethnicity or Disability												
Type of Crime: Murder/Homicide, Negligent Homicide, Robbery, Aggravated Assault, Burglary, Motor Vehicle Theft, Arson; Larceny-Theft, Simple Assault, Intimidation, or Destruction, Damage or Vandalism of Property												

Crime Log

The Mercy Public Safety/Mercy Health Police Department- Youngstown maintains a log of all crimes reported. The crime log is available for public view at each office/police department.

Timely Warnings

In the event of crimes, either on or off campus, that in the judgment of the head of security (Mercy Public Safety Chief or Mercy Health Police Chief-Youngstown), or his/her designee constitute an ongoing or continuing threat, a campus wide “timely warning” will be issued. In the event a warning is needed, the head of police/security shall provide the Vice-President of Student Affairs or his/her designee with the specifics of the case for the purposes of drafting the timely warning notice. The warning will be issued through the Rave alert system, which sends notifications via voice, email, text and social media to students, faculty, and staff. Depending on the particular circumstances of the crime, especially in situations that could pose an immediate threat to the community and individuals, notices may be posted around campus, as well.

Emergency Notification and Evacuation Policy

Emergency Notification Policy. The College will, without delay, and taking into account the safety of the community, determine the content of the notification and initiate the notification system, unless issuing a notification will, in the professional judgment of responsible authorities, compromise efforts to assist the victim or to contain, respond to or otherwise mitigate the emergency.

Confirmation. Determination of an emergency or dangerous situation will be made by any or all of the following:

1. Mercy Health police/security
2. National Incident Management System (NIMS) campus incident management team (Mercy Healthcare Campus, Mercy St. Vincent Medical Center, or St. Elizabeth Health Center).
3. President or his/her designees

Notification. The President, his/her designee and any advisory staff will determine if the situation

affects the entire campus or a segment of campus, and whether the entire campus or only a segment should be notified. This will be based on geography, impact on operations, and safety. The situation will be assessed continually.

Content/initiation of notification. The content of the notification will be developed with input from campus security/police/NIMS team, the President (or designee), as well as any advisory staff. Notification will be made through applicable and multiple means, if necessary, including email, text message, TV/radio message, phone message, alarms, PA announcements, and signage. This may also include utilization of the Rave alert system, which will notify students, faculty, and staff via voice, email, text and social media.

Persons responsible for carrying out the actions described above include:
Campus police/security/NIMS team
President or designee, and Vice-Presidents
Director of Marketing and Communication

Emergency Drills, Testing, and Evacuation Procedures.

Annual testing. On an annual basis the institution will test its emergency response and evacuation procedures. Each test will be documented with a description of the exercise, the date, start/end time, and whether the test was announced or unannounced.

Annual notification. Emergency response and evacuation procedures will be publicized in conjunction with at least one test per calendar year.

Clery-Annual Fire Safety Report Policies: Toledo Campus Housing Only

Housing Facility Fire Safety Systems

The Historic Hillcrest is a nine-story building with fire suppression sprinklers in all common areas and private residences including hallways, bedrooms, bathrooms and living areas and the community laundry room. The building is equipped with a master fire alarm system with audible alarms and strobe-lighting with the master panel located in the management office. Each apartment has at least one alarm speaker/light. There are multiple speakers/lights scattered throughout the building in shared areas. Each stairwell is equipped with fire doors which are closed. Fire extinguishers are also in shared areas of each wing, on each floor. Evacuation route maps are posted at each stairwell and elevator landings which includes instructions to take stairs, not elevators, when encountering a suspected fire.

Housing Fire Drills

Housing Fire Drills are a part of the overall prevention process for safety and security of students living in the Historic Hillcrest housing. These drills occur once per semester. Records of fire safety prevention, such as fire drills, can be acquired from the Director of Student Life/Housing.

Use of Portable Electronic Devices, Smoking, and Open Flames in Housing

Barbeque Grills: Personal outdoor grills are not permitted. The Historic Hillcrest provides grills in the grassy area outside the building.

Candles and Incense: Due to the danger of fire, the burning of candles or any open flame is strictly prohibited. Incense is also prohibited.

Christmas Trees: No live or cut Christmas trees are permitted.

Firearms, Explosives, and Fireworks: The possession of firearms, explosives, and fireworks, or any other flammable or dangerous materials on college property, including The Historic Hillcrest is prohibited and will be grounds for revocation of housing privileges and/or dismissal from the college

Smoking/Tobacco: In compliance with the following Mercy Health Partners (MHP) Tobacco Policy, there will be NO SMOKING OR TOBACCO USE permitted in The Historic Hillcrest by Mercy College students. Please remember, any violation of the policies listed in the Resident Student Handbook is a violation of the Mercy College Student Code of Conduct and is subject to disciplinary measures.

TITLE: Tobacco Free Campus POLICY NUMBER: MHP-HR-1545.0

Effective January 1, 2008, all facilities and campuses of MHP, including Youngstown location, will be tobacco-free. This policy applies to all tobacco products including cigarettes, cigars, pipes, herbal tobacco products and smokeless tobacco, none of which will be sold, used, or transferred on campus or at any facility owned, leased or operated by MHP.

Tobacco use is prohibited anywhere on any MHP, including Youngstown property, and is regulated by law. *Tobacco use is also prohibited in all facilities used by MHP including MHP buildings, property, parking lots, company-leased buildings, vehicle spaces, parking garages, company-owned/leased vehicles, private vehicles used on company business and private vehicles on company property.*

There are no designated smoking areas on any MHP properties. Employees will be restricted from use of any designated smoking areas on properties leased by MHP.

This policy applies to everyone, including by not limited to, all employees, patients, medical staff, students, contracted personnel, auxiliary members, volunteers, visitors, vendors, and tenants of MHP.

Procedures for Housing Evacuation in Case of Fire

Student residents and guests at the Historic Hillcrest must evacuate the building when an alarm is sounded and/or a fire/smoke is suspected by taking the closest safe stairwell. If smoke or fire is suspected and an alarm is not sounded, students are asked to pull the closest alarm if this action does not put the student in harm's way. Students are to congregate in the southeast side of the parking lot and make their presence known to a Mercy staff member, if she or he is available. No one may re-enter the building until an "all-clear" notice has been given by the fire department or other authorized personnel.

Fire Safety Education and Training Programs for Students and Employees

Fire safety education programs include a training each semester on evacuation procedures, policies about fire safety and fire hazards for all student residents of Hillcrest Apartments and is available with the Director of Student Life/Housing. In the event of a fire, students and employees should evacuate the building as described above.

Reporting a Fire that has Occurred

Per federal law, Mercy College of Ohio is required to annually disclose statistical data on all fires

that occur in on-campus student housing facilities. If you are aware of a fire that has occurred, please contact any of the following individuals and report it:

Interim Director of Student Life/Housing 419-251-1203
 Mercy Public Safety 419-251-4444

Plans for Future Improvements in Fire Safety

At this time, no future improvements are necessary.

2013, 2014, and 2015 Mercy College of Ohio Fire Statistics		
2013	0	
2014	0	
2015	0	

Missing Student Notification (Toledo only)

Any student, employee, or other individual can file a missing student report. If a student living in Mercy College housing is reported missing for more than 24 hours, report the incident to one of the following:

Interim Director of Student Life/Housing 419-251-1203
 Vice –President of Student Affairs/Dean of Students 419-251-1512

All official missing reports of students are referred to Mercy Public Safety and local law enforcement within 24 hours. Students also have the option of identifying a contact person who will be notified within 24 hours if the student is determined to be missing. If a student is under 18 and not emancipated, their parents and contact person will be contacted within the 24 hour timeframe. This contact information is maintained by the Director of Student Life/Housing and is confidential. This information will only be accessible to authorized campus officials and will not be disclosed except to law enforcement personnel in furtherance of a missing persons investigation.

Security Awareness and Crime Prevention Programs

Mercy College offers a variety of programs and services designed to make students, faculty, and staff aware of security on campus and reduce crime. Programs offered at both Toledo and Youngstown include:

Program	Information	Frequency
New Student Orientation (both)	Police/security information distributed in orientation handbook and college catalog	each semester
Resident Student Orientation (Toledo)	Police/security information in Residential Student handbook	annually
Security Escorts (both)	24/7 campus escort service	by request
ALICE training (both)	Active shooter training	monthly
Counseling (both)	Appointments available for crime victims	by request

Electronic Alarm Systems (both)	Can be used to alert campus security in case of an emergency	ongoing
Campus Telephones (both)	Can be used to call 911 and/or campus security/police	ongoing
Safety Fair	Police/security poster displays and handouts	annually
Personal Safety Seminars	Information provided on safety such as domestic violence, personal defense, etc.	ongoing
Annual Education update (both)	Online training for faculty and staff, includes information on safety, security, and crime	annually
Counseling Website (both)	Resources on personal safety	ongoing
Campus Safety and Security Website (both)	Links to all College policies pertaining to safety and security	ongoing
RA training (Toledo)	Resident advisors trained on security and crime prevention in housing facility	annually

Security of and Access to Campus Facilities and Locations

Toledo Campus. College facilities are open during normal business hours. During non-business hours, access is controlled by key, key-card ID badge, or admittance by Mercy Public Safety. Facilities are patrolled by Mercy Public Safety.

Youngstown location. College facilities are open during normal business hours. During non-business hours, access is controlled by key-card ID badge. Facilities are patrolled by Mercy Health Police Department- Youngstown.

Housing. Security features at the Hillcrest apartment building include underground parking, fire-sprinklers throughout the facility, 24/7 exterior locks accessible by microchip fobs/keys, cameras in all commons areas, and uniformed security guards after office hours.

Maintenance of Facilities. During the year, facility safety concerns can be forwarded to campus police/security officers, the Vice-President of Student Affairs, the Director of Student Life/Housing (Toledo), and/or the Dean/COO, Youngstown. Security officers regularly check the campus to ensure safety features are in working order. The Director of Student Life/Housing (Toledo) works with Hillcrest facility management to ensure safety features are operating properly. Students are also regularly surveyed for feedback on campus safety features.

Campus Violence Prevention Policy

The purpose of this policy is to provide the students, faculty, staff and visitors (“Community”) of Mercy College of Ohio (“College”) with a safe and secure environment to work, study, and live. The College Community should be able to pursue their education, work, and other activities in a safe, non-threatening environment. College safety and security is based on the ability to set forth guidelines and have a plan with response options in the event of an act of campus violence. Safety and prevention of violence is **everyone’s** responsibility. The College complies with the Higher

Education Opportunity act, which includes Campus Safety and Security (PL 110-315).

Violence: The College, in its commitment to safety and security for the College Community, treats all actual, real, or alleged threats of violence as serious concerns and they are addressed immediately. Conduct that threatens the health and/or safety of any person, or creates a reasonable fear that such a result will occur, including but not limited to: acts of violence, threats of violence, possession of weapon(s) on college-controlled property, without proper written authorization, threatening behavior, and/or reckless disregard for the health or safety of any person are not acceptable conduct and will not be tolerated. Violation of this policy and/or the Code of Conduct for Students and Faculty/Staff will result in disciplinary action up to and including termination or dismissal from the College.

Responsibility: The entire College Community shares the responsibility for a safe and secure campus. Knowledge of violent acts or threats planned or carried out are to be reported to supervisors or other appropriate campus administration immediately. In case of emergency, please contact 911 and/or contact Mercy Public Safety (419-251-4444), Mercy Health Police Department- Youngstown (330-480-3288). If in parking garages, please use the closest blue light to call for assistance. Panic buttons are also available at reception desks on the 6th, 5th, 4th, 1st floor and in the President's reception area on the 2nd floor.

Application:

This policy covers all persons:

- On College property;
- At College-sponsored functions
- Fulfilling duties of a college student off-campus (such as work in the clinical setting);
- Engaging in any action having direct impact on the College Community.

Reporting On Campus: The College has procedure for responding to and addressing conduct that violates this policy and urges all students, employees, and visitors to be alert to the possibility of violence on campus. As part of the College Community, all individuals are responsible for reporting violence that they experience or witness.

The College Community should address emergencies by calling 911 or by contacting Mercy Public Safety (419-251-4444), or Mercy Health Police Department- Youngstown (330-480-3288).

Violence or threats against self or others should not be ignored or disregarded. If experiencing or observing an immediate threat or violent situation, local law enforcement is to be alerted as soon as possible. Delayed reporting may unnecessarily allow the behavior to continue, cause harm, or jeopardize the investigation due to the passage of time, fading memories or departure of witnesses.

The A.L.I.C.E. response utilizes five steps to increase chances of survival during a surprise act of violence on campus. This does not follow a set of required actions. Survival is paramount in this situation. It may be appropriate to use only one or two parts or all parts of the ALICE response plan. This is dependent upon the situation at hand. In this type of incident, perception is the reality and individuals will decide what appropriate action to take: dealing with known information and disregarding unknown information:

1. **Alert**-Announcement of the onset of the emergency can be anything.

- a. Gunfire
 - b. Witness
 - c. Phone alert
2. **Lockdown**-This is a semi-secure starting point from which to make a survival decision. Internal lockdown should occur immediately by all who decide not to evacuate.
- a. Secure the room
 - b. Lock the door
 - c. Cover any window in the door, if possible
 - d. Tie down the door, if possible.
 - e. Barricade the door with anything available
 - f. Look for alternate escape routes
 - g. Call 911
 - h. Pull the fire alarm if necessary
 - i. Move out of the doorway in case gunfire comes through
 - j. Silence or place cell phone on vibrate
 - k. Once the room is secured, do not open the door for anyone. Police will enter the room when the situation is over.
 - l. Gather weapons (coffee cups, chairs, books,etc.) and mentally prepare to defend yourself or others
 - m. Put yourself in a position to surprise the active shooter should they enter the room
 - n. If you are in lockdown for a long period of time, give consideration to issues such as bathroom use, keeping people, calm, etc.
 - o. Be prepared to provide first aid

External lockdown-Exterior campus lockdown will be determined by law enforcement based on the circumstances of the incident

3. **Inform**- Use any means necessary to pass on real time information.
- a. Can be derived from 911 calls
 - b. Give in plain language
 - c. Tell who you are
 - d. Explain **what** is happening, **where** it is happening/where you are in relation to the action, and **how** it is happening (gunfire, stabbing, etc.)
4. **Counter**- This is the use of simple, proactive techniques should students and/or staff be confronted by the aggressor(s); counter techniques interrupt the violent actions of the suspect.
- a. Anything can be a weapon
 - b. Throwing things at the aggressor's head to disrupt their aim
 - c. Create as much noise as possible
 - d. Attack in a group (swarm)
 - e. Grab the aggressor's limbs, head-taking him/her to the ground
 - f. Fight dirty-bite, kick, scratch, gouge eyes, etc.
 - g. If you gain control of the aggressor, call 911 and tell the police your location and listen to their commands when officers arrive on the scene
5. **Evacuate**-Remove yourself from the danger zone as quickly as possible
- a. Decide if you can safely evacuate
 - b. Run in a zigzag pattern as fast as you can
 - c. Do not stop running until you are far away from the area
 - d. Bring something to throw in case you would encounter the aggressor(s)

- e. Break out windows and attempt to quickly clear glass from the frame
- f. Do not attempt to drive from the area

The College requires all faculty, staff, and administration to participate in A.L.I.C.E training. Students are introduced to the A.L.I.C.E. acronym, process, and procedures during orientation or during their success strategies course.

Protective Orders/Restraining Orders Issued by a Court: Members of the College Community who have an Order of Protection should provide a copy of the order to the Vice-President of Student Affairs who will notify the College staff and the Mercy Public Safety/Mercy Health Police Department- Youngstown.

Non-Emergency Concerns: Members of the College Community are encouraged to report other behavior that is unusual or threatening even if it is not perceived as an immediate, dangerous, or imminent risk. To report concerns that do not pose an immediate threat, a Non-Emergent Occurrence Report should be completed. The Vice-President of Student Affairs and the Vice-President of Academic Affairs should be contacted. The Non-Emergent Occurrence Form can be found at the Madison Avenue Reception Desk or online under Campus Safety and Security on the Student Affairs tab on the College website.

Campus Violence Prevention Committee: The Mercy College Campus Violence Prevention Committee (MCCVPC) is charged with implementing the Mercy College of Ohio Violence Prevention Plan and coordinating campus-wide violence prevention education, programs and services that are designed to create a campus culture and climate of safety, respect and emotional support.

Threat Assessment Team: Mercy College of Ohio, Toledo and Youngstown locations has a Threat Assessment Team (TAT) which is designed to provide a mechanism for improved coordination and communication across the campus and/or system. Members of the TAT are a subset of the Campus Violence Committee. The goal and mission of the TAT is to: gather information about students of concern; assesses information about each case brought before the TAT; define a coordinated plan/response; implement a response to a perceived or real threat; and monitor the disposition of the case. (Derived from the HIGHER EDUCATION MENTAL HEALTH ALLIANCE (HEMHA) –Balancing Safety and Support on Campus; A guide for campus teams- http://www.jedfoundation.org/campus_teams_guide.pdf)

Campus Escort Service

Mercy Public Safety and Mercy Health Police Department- Youngstown escort services are designed to enhance the safety and peace of mind and offer a greater sense of security for anyone who feels unsafe while walking alone on campus.

The goal of the escort program is to deter assaults, sexual harassment, verbal abuse, or other harassment while walking from one location on campus to another.

The escort program is free of charge and available to all Mercy College of Ohio students, staff, and faculty.

The escort service is available 24 hours a day. To request an escort call (419) 251-4444 in Toledo or (330) 480-3288 in Youngstown.

Emergency Phones/Blue Lights

Emergency phones that connect the caller directly with the Mercy Public Safety/Mercy Health Police Department- Youngstown are located strategically throughout the campus. To use an emergency phone push the blue light/emergency button or pick up the receiver. A dispatcher will immediately send an officer to the caller's location.

In Toledo, blue lights are located on each floor in the parking garage. Panic buttons are also available at reception desks on the Madison side of the College on the 5th and 1st floors and in the Student Organization meeting room area on the 2nd floor.

In Youngstown, emergency phones are located in each parking lot.

Emergency Codes

The following codes are used by all Mercy Hospitals in the Metro Division, which includes Mercy College of Ohio at the Toledo campus. Not all codes are announced over the PA system. Some are for Public Safety use only. Remember that each site may refer to additional codes that are specific to their facility.

CODE RED:	Fire
CODE YELLOW:	Disaster
CODE GREEN:	Evacuation
CODE GRAY:	Tornado Warning
CODE ORANGE:	Hazardous Chemical Spill
CODE VIOLET:	Violent or Combative Person
CODE BLACK:	Bomb Threat
CODE SILVER:	Person with a weapon

The following codes are used by St. Elizabeth Youngstown Hospital, which includes Mercy College of Ohio at the Youngstown location. Not all codes are announced over the PA system.

CODE RED:	Fire
CODE YELLOW:	Disaster
CODE GRAY:	Tornado Warning/Severe Weather
CODE ORANGE:	Hazardous Material/ Chemical Spill
CODE VIOLET:	Violent or Combative Person
CODE BLACK:	Bomb Threat
CODE SILVER:	Person with a weapon/Hostage Situation

FIRE SAFETY...CODE RED

- Fire Safety: It's everyone's job.

- We must respond quickly and without hesitation so that we may reduce the potential of injury or fatalities and, minimize the damage caused by the smoke and flames.
- When fire strikes, remember RACE:
 - R –Rescue anyone in immediate danger
 - A - Activate the closest fire alarm pull box
 - C –Contain the fire by closing doors and windows
 - E –Extinguish the fire using the proper fire extinguisher
- DO NOT delay in sounding the fire alarm if you discover fire or smoke
- Remember PASS when using a fire extinguisher
 - P –Pull the pin
 - A –Aim the nozzle at the base of the fire nearest you
 - S –Squeeze the handle
 - S –Sweep from side to side

In the event of a serious fire, evacuation of the area, floor, or an evacuation of the entire building may be necessary. Please see the Mercy College of Ohio **Emergency Notification and Evacuation Policy**.

DISASTER...CODE YELLOW

Disasters can be internal or external and can involve:

- major fires
- explosions
- weather related incidents
- transportation accidents
- computer system failure
- loss of communication systems
- losses of one or more of our utility systems i.e., electric, gas, water, heat, steam, medical gases

In Youngstown, the following incidents could be included as well:

- Floods
- Mass casualties
- Hazmat spills

BOMB THREAT – CODE BLACK

If you receive a bomb threat, remember:

- Remain Calm
- Keep the caller on the line as long as possible
- Refer to the Telephone Bomb Threat Checklist located in the Bomb Threat section of the Emergency Preparedness Manual.
- Complete the information on the checklist as soon after the call as possible or preferably, during the call if you can
- Immediately contact Public Safety Department (Toledo)/Mercy Health Policy Department

(Youngstown)

NEVER TOUCH OR MOVE A SUSPICIOUS PACKAGE!

SEVERE WEATHER – CODE GRAY

Tornado Watch = conditions are favorable for tornado formation

Tornado Warning = tornado has been sighted

- 1) Code Gray is announced when the campus is within an area called a *polygon*.
- 2) The campus does not enact the Code Gray policy until it is with the polygon.
- 3) Overhead Code Gray announcement.
- 4) In Toledo: Public Safety Department Communications Center monitors a weather radio during adverse weather situations and initiates the announcements.

In Youngstown: Police Department Dispatch Center monitors a weather radio during adverse weather situations. Code Gray alert announced overhead by Hospital Operators.

Basic response:

- pull the curtains
- keep away from windows
- take cover on the lowest floor/area possible

PERSON WITH A WEAPON – CODE SILVER

- Mercy has adopted the universal code of “Code Silver” to report a person with a weapon on one of their campuses. In the event you see a person with a weapon, call 911 and report it immediately to Public Safety Department/Mercy Health Police Department- Youngstown. These types of situations are extremely unpredictable. Please see the Mercy College Campus Violence Prevention Policy for details on the A.L.I.C.E. response and other important information.

SERIOUS INJURY INVOLVING STAFF, FACULTY, STUDENT, OR CAMPUS VISITOR

- Call 911; notify Mercy Public Safety/Mercy Health Police Department- Youngstown by calling (419) 251-4444 in Toledo or (330) 480-3288 in Youngstown.
- Assist injured persons.
- Mercy Public Safety/Mercy Health Police Department- Youngstown will be the liaison to local Fire and EMS departments.
- Mercy Public Safety/Mercy Health Police Department- Youngstown will protect the scene; take photos, measurements, etc.
- Notification will begin as time permits (order depends on situation)
 - Immediate supervisor
 - Department head/Dean

- President
 - Director of Communications
 - Director of Counseling and Wellness Center
 - Maintenance
 - Vice President of Student Affairs/Dean of Students
- Additional directions and information will be sent to the Mercy College community through various communication channels.

Title IX, Violence Against Women, and Campus SaVE Policy

Title IX of the Education Amendments of 1972 (20 U.S.C. §1861 et.seq.) prohibits any entity that receives federal student financial assistance from discriminating against individuals on the basis of sex in education programs or activities. Mercy College of Ohio does not discriminate on the basis of sex, gender, or sexual orientation in its educational programs and activities. Mercy College is committed to building and preserving a community in which its members can learn, work, live, and conduct business together free from all forms of sexual misconduct exploitation, intimidation, harassment, and violence. This policy addresses the ten areas a sexual misconduct policy should address according to the 2014 White House Task Force to Protect Students from Sexual Misconduct as outlined on the www.notalone.gov website.

Scope of the Policy

This policy addresses the requirements of Title IX of the Education Amendments of 1972 a federal law prohibiting sex discrimination in federally-funded education programs and activities. This policy applies to all students, employees, and third-party vendors on campus, including visitors and guests. Title IX states as follows:

No persons in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving Federal financial assistance.

Discrimination on the basis of sex includes sex discrimination, sexual harassment, sexual assault, sexual violence, and sexual exploitation/misconduct (as defined below). Title IX prohibits sex discrimination in both the educational and employment settings, so this policy applies to administration, faculty, staff, and students regardless of sexual orientation or gender identity and also applies to third parties.

This policy also addresses the requirements of the Campus Sexual Violence Elimination Act, or Campus SaVE Act, a 2013 amendment to the federal Jeanne Clery Act. The SaVE Act addresses sexual violence in the form of sexual assault, domestic violence, dating violence, and stalking.

Mercy College of Ohio encourages victims of sexual assault and violence to talk to the Title IX Coordinator, Deputy Title IX Coordinator or Counselor at the institution about what happened, so victims can get the support they need and the College can respond. Different employees at the College have different abilities to maintain a victim's confidentiality. For complete details please refer to the College's **Confidentiality Policy**.

Title IX Coordinator/Deputy Title IX Coordinator

Title IX Coordinator

The Title IX Coordinator is responsible for the prompt and objective investigation of reports and allegations of sexual misconduct, as well as training, education, communication, and administration of grievance procedures for handling complaints alleging violations of this policy. In the absence of the Title IX Coordinator, the Deputy Title IX Coordinator will assume all responsibility for compliance relative to Title IX, including, oversight and support for the Deputy Title IX Coordinator. The Chief Compliance Officer and the Vice-President of Student Affairs

will provide oversight and support for the Title IX Coordinators.

Deputy Title IX Coordinator

The Deputy Title IX Coordinator is responsible for implementing and monitoring policy compliance at Youngstown. This includes working with the Title IX Coordinator for training, education, communication, and administration of grievance procedures for handling complaints alleging violations of the policy at Youngstown. The Deputy Coordinator is responsible for informing the Title IX Coordinator of alleged violations and procedures to address these violations at Youngstown. In the absence of the Deputy Title IX Coordinator at Youngstown, the Title IX Coordinator will assume all responsibility for compliance relative to Title IX. The Chief Compliance Officer and the Vice-President of Student Affairs will provide oversight and support for the Title IX Coordinators.

Definitions

The following definitions are taken from the federal government's Not Alone website www.notalone.gov and other federal sources (e.g., U.S. Department of Justice).

Complainant

The term used for an individual who files a complaint under the College's grievance procedures or an individual or organization filing a complaint with the U.S. Departments of Education or Justice.

Sexual Harassment

Sexual harassment is unwelcome conduct of a sexual nature, including but not limited to unwelcome sexual advances, requests for sexual favors, or other verbal or nonverbal conduct of a sexual nature, including rape, sexual assault and sexual exploitation. In addition, depending on the facts, dating violence, domestic violence, and stalking may also be forms of sexual harassment.

Sexual Offense

Any sexual act directed against another person, without the consent of the victim, including instances where the victim is incapable of giving consent. (a) Rape—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. (b) Fondling—The touching of the private body parts of another person for the purpose 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. (c) Incest—Nonforcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law. (d) Statutory Rape—Nonforcible sexual intercourse with a person who is under the statutory age of consent.

Note: Sex Offenses are criminalized under Ohio Revised Code as follows - Rape (ORC 2907.02); Sexual Battery (ORC 2907.03); Gross Sexual Imposition (ORC 2907.05); Sexual Imposition (ORC 2907.06); Unlawful Sex with a Minor (ORC 2907.04)

Gender-Based Harassment

Gender-based harassment is unwelcome conduct of a nonsexual nature based on a student's actual or perceived sex, including conduct based on gender identity, gender expression, and nonconformity with gender stereotypes.

Hostile Environment

A hostile environment exists when sex-based harassment is sufficiently serious to deny or limit a student's ability to participate in or benefit from the College's programs or activities. A hostile environment can be created by anyone involved in a College program or activity including administrators, faculty, staff, students, and campus visitors.

Sexual Assault

Sexual assault is actual or attempted sexual contact with another person without that person's consent. Sexual assault includes, but is not limited to:

- Intentional touching of another person's intimate parts without that person's consent;
- Other intentional sexual contact with another person without that person's consent;
- Coercing, forcing, or attempting to coerce or force a person to touch another person's intimate parts without that person's consent; or,
- Rape, which is penetration, no matter how slight, of (1) the vagina or anus of a person by any body part of another person or by an object, or (2) the mouth of a person by sex organ of another person, without that person's consent.

Domestic Violence

Domestic violence is defined as a pattern of abusive behavior that is used by an intimate partner to gain or maintain power and control over the other intimate partner. Domestic violence can be physical, sexual, emotional, economic, or psychological actions or threats of actions that influence another person. This includes any behaviors that intimidate, manipulate, humiliate, isolate, frighten, terrorize, coerce, threaten, blame, hurt, injure, or wound someone.

Dating Violence

Dating violence is defined as violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim, and where the existence of such a relationship shall be determined based on a consideration of the following factors:

- The length of the relationship,
- The type of relationship, and
- The frequency of interaction between the persons involved in the relationship.

Sexual Exploitation

Sexual exploitation occurs when a person takes sexual advantage of another person for the benefit of anyone other than that person without that person's consent. Example of behavior that could rise to the level of sexual exploitation included, but is not limited to:

- Prostituting another person;
- Recording images or audio of another person's sexual activity, intimate body parts, or nakedness without that person's consent;
- Distributing images or audio of another person's sexual activity, intimate body parts, or nakedness, if the individual distributing the images or audio knows or should have known that the person depicted in the images or audio did not consent to such disclosure and objects to such disclosure; and,
- Viewing another person's sexual activity, intimate body parts, or nakedness in a place where

that person would have a reasonable expectation of privacy, without that person's consent, and for the purpose of arousing or gratifying sexual desire.

Stalking

Stalking is defined as a pattern of repeated and unwanted attention, harassment, contact, or any other course of conduct directed at a specific person that would cause a reasonable person to feel fear.

Respondent

The party against whom an appeal, motion, or allegation has been made.

Retaliation

Retaliation is defined as no person or other persons shall intimidate, threaten, coerce, or discriminate against any individual for the purpose of interfering with any right or privilege, or because he/she has made a complaint, testified, assisted, or participated in any manner in an investigation, proceeding or hearing.

Intimidation

Unlawful act of intentionally coercing or frightening someone to do (or to not do) something against his or her will.

Consent

Consent must be informed, voluntary, and mutual, and can be withdrawn at any time. There is no consent where there is force, expressed or implied, or when coercion, intimidation, threats or duress is used. Whether a person has taken advantage of a position of influence over another person may be a factor in determining consent. Silence or absence of resistance does not imply ongoing future consent with that person or consent to that same sexual activity with another person. Past consent does not imply future consent.

If a person is mentally or physically incapacitated or impaired so that such person cannot understand the fact, nature, or extent of the sexual situation, there is no consent; this includes impairment or incapacitation due to alcohol or drug consumption that meets this standard, or being asleep or unconscious.

Incapacitation

Incapacitation is defined as the lack of physical or mental ability to make informed, rational judgments. Examples of incapacitation include unconsciousness, sleep, and blackouts.

Preponderance of the Evidence

To find an individual in violation of sexual misconduct only a preponderance of evidence standard needs to exist. This means it is "more likely than not" that the violation occurred and is less strict than "proof beyond a reasonable doubt". The evidence does not have to be "clear and convincing".

Reporting Procedures and Protocol

The College's primary concern is the safety of its campus community and members. The use of alcohol or drugs never makes the victim at fault for sexual violence or assault. Moreover, victims should not be deterred from reporting incidents of sexual violence or assault.

Criminal Reporting Procedures

Reporting to Public Safety and/or the local police is an option at any time following a sexual violence or assault incident. If the victim chooses not to report to the police immediately, he/she can still make the report at a later time. However, with the passage of time, the ability to gather evidence to assist with criminal prosecution may be limited. Depending on the circumstances, the police may be able to obtain a criminal restraining order on the victim's behalf.

Administrative

A student, faculty member or staff member who has a complaint against a student, faculty, staff member or other individual involving a suspected violation of this policy or of retaliation should contact the Title IX Coordinator and/or Deputy Title IX Coordinator. Faculty and staff, except those statutorily barred from doing so, are required to report any suspected violations of this policy. This should occur within twenty-four hours. Ohio law requires all employees with knowledge of a felony to report it to law enforcement. All college personnel shall report conduct prohibited by the College's Anti-Discrimination and Harassment Policy and this Title IX/Sexual Misconduct procedure to the Title IX Coordinator or other Responsible Employee.

To encourage reporting on the part of students, victims of misconduct will not be charged with alcohol, drug and most other policy violations related to their efforts to seek assistance. Contact information for the Title IX and Deputy Title IX Coordinators is listed earlier in the document. The Title IX Coordinator and/or Deputy Title IX Coordinator will provide the victim with written and verbal information regarding the procedures for investigating and addressing the incident.

The Title IX Coordinator and/or Deputy Title IX Coordinator will also discuss with the victim any reasonable interim remedies the College may offer prior to the conclusion of an investigation or potential disciplinary action to reduce or eliminate the negative impact and provide available assistance. Interim protective measures and actions were discussed earlier in this policy.

These interim protective measures and actions may be available whether or not the individual chooses to report the sexual violence or assault to Public Safety/Protective Services or local law enforcement. The Title IX Coordinator and/or Deputy Title IX Coordinator remain available to assist the individual and provide reasonable remedies requested by the individual throughout the reporting, investigative and disciplinary processes, and thereafter.

If it is determined that the College's Title IX Policy was violated, the perpetrator will be subject to discipline, up to and including dismissal from College employment or dismissal from the College (student). The individual is entitled to be accompanied to any related meeting or proceeding by an advisor selected by the individual. However, if the victim does not wish to participate in an investigation or hearing process, the individual has the right to decline.

Although there is no specific time limit for reporting a suspected violation of this policy, a student or employee who believes that he or she has been subjected to conduct that violates this policy is encouraged to contact the Title IX Coordinator and/or Deputy Title IX Coordinator.

Health/Counseling/Clergy

The individual may choose to seek advice and assistance from physicians, psychotherapists, professional counselors, clergy, sexual assault and domestic violence counselors and advocates, including individuals who work or volunteer for them.

Civil Lawsuit

The individual may choose to file a civil lawsuit against the perpetrator, whether or not criminal charges have been filed. A civil lawsuit provides the victim the opportunity to recover actual damages, which may include compensation for medical expenses, lost wages, pain, suffering, and emotional distress.

The victim may also choose to obtain a protective or restraining order. Restraining orders must be obtained from a court in the jurisdiction where the incident occurred. Restraining orders can protect victims who have experienced or are reasonably in fear of sexual violence or assault, including domestic violence, dating violence or stalking. The Title IX Coordinator/ Deputy Title IX Coordinator can offer assistance with obtaining a protective or restraining order.

Non-Reporting

The individual is strongly encouraged to report any incident of sexual violence or assault to the police and/or the College's Title IX Coordinator/Deputy Title IX Coordinator so that steps may be taken to protect the College community. However, non-reporting is also an option.

Content of a Complaint

A complaint should contain the dates and times of the alleged misconduct. The names of persons involved, including potential witnesses, should also be included. The complaint should outline what occurred in as much detail as possible and the redress that is being sought. Finally the contact information for the complainant (or reporting person) should be included.

Clergy Act

The College is obligated to report any incidents of sexual violence or assault on its annual crime statistics under the Clergy Act. The College, under this Act, is also obligated to issue a timely warning when an incident of sexual violence or assault has occurred.

Prohibition against Retaliation

Retaliation exists when action is taken against a participant in the complaint process that adversely affects the individual's employment or academic status, and is motivated in whole or in part by the individual's participation, or lack thereof, in the complaint process.

No individual involved in a complaint alleging a violation of this policy or participating in the investigation or resolution of such a complaint shall be subject to retaliation as a result of such activity or participation. Any acts of retaliation, as defined in this policy, shall be grounds for disciplinary action, up to and including dismissal for students and termination for faculty and staff.

Investigation Procedures and Protocol

An investigation into the report of a violation of the Title IX Policy will be conducted by either the Title IX Coordinator, Deputy Title IX Coordinator, or another faculty/staff member trained in conducting Title IX investigations to determine if a violation of policy has occurred. The

investigating officer will commence an investigation no later than seven (7) days after the complaint was made. The purpose of the investigation is to gather all relevant facts from involved parties and provide this information to the hearing officer. During the course of an investigation, the investigating officer may receive counsel from College administrators or other parties as needed. A prompt, fair, and thorough investigation of the complaint will occur. The investigation will be concluded as quickly as possible typically no later than sixty (60) days after the start of the investigation.

Pending Criminal Investigation

Mercy College of Ohio will comply with law enforcement request for cooperation when appropriate. Such cooperation may require the College to temporarily suspend the fact-finding aspect of the Title IX investigation while the law enforcement agency is in the process of gathering evidence. The criminal investigation, however, does not relieve the College of its responsibilities under Title IX. The College will promptly resume its investigation as soon as notified by the law enforcement agency that it has completed the evidence gathering process of its investigation. The parameters of what information may or may not be shared with law enforcement are outlined in the Memorandum of Understanding with Public Safety and local law enforcement.

Content of the Investigation

During the course of the investigation, the investigating officer will conduct interviews with the complainant, respondent, and witnesses. The investigating officer will also collect any non-testimonial evidence including, physical and electronic and will preserve evidence in a manner that protects the quality of the evidence.

Rights of the Parties

During the course of the investigation and resolution of a complaint, the complainant and respondent shall have equal rights, including:

- Equal opportunity to identify and have considered witnesses and other relevant evidence.
- Similar and timely access to all information considered by the investigating officer.
- Equal opportunity to review any statements or evidence provided by the other party.
- Equal access to review and comment upon any other information independently developed by the investigating officer.
- The respondent will be prohibited from questioning or seeking evidence about the complainant's prior sexual conduct with anyone other than the alleged perpetrator. (This includes clarifying the evidence of a prior consensual dating or sexual relationship between the parties by itself does not imply consent or preclude a finding of sexual misconduct.)

Both a complainant and a respondent may ask a support person/advisor to accompany him or her at all stages of the process. The support person/advisor does not serve as an advocate on behalf of the complainant or respondent may not be actively involved in any proceedings, and he or she must agree to maintain the confidentiality of the process. Mercy College reserves the right to dismiss a support person/advisor who is disruptive or who does not abide by the limitations in the previous sentence.

All victims of sexual violence or assault are provided with information and options regarding:

- Hospital, medical, nurse forensic examiner availability;
- Seeking personal counseling and advocacy;
- Preserving evidence;
- Making a complaint to local law enforcement and/or Public Safety;
- Calling 911 as needed;
- Victim's rights and College responsibilities regarding judicial non-contact, restraining, protective orders, changing living arrangements, and federal student aid options; and,
- Filing a complaint under this policy.

Interim Remedial Measures

Pending the outcome of the investigation, Mercy College of Ohio will take steps necessary to protect the parties and the College community. At any time during the investigation, the investigating officer, the Title IX/Deputy Title IX Coordinator may determine interim remedies or protections for the parties involved or witnesses as appropriate. Possible interim measures were identified earlier in this policy. Failure to comply with the terms of any interim remedial measures or protections may constitute a separate violation of College policy.

Confidentiality Requests

A victim of sexual violence or assault may ask that the incident be kept confidential. The College may not be able to grant that request, if in doing so, limits the College's ability to investigate the particular incident or to provide a safe, nondiscriminatory environment for all students. When appropriate and possible, the College may take steps to limit the effects of the alleged sexual misconduct and prevent its recurrence without initiating formal action against the alleged perpetrator or revealing the identity of the student complainant. Examples of steps that may be taken are: providing increased monitoring, supervision, or security at locations or activities where the misconduct occurred; providing training and education materials for students and employees; revising and publicizing the College policies on sexual misconduct; and conducting climate surveys regarding sexual misconduct.

Even absent of confidentiality requests, information will be shared with a limited number of "responsible employees" and kept securely maintained in a secure file in the office of the Title IX Coordinator/Deputy Title IX Coordinator. Responsible employees who are not bound by confidentiality (e.g., licensed counselors, licensed medical professionals, and clergy) should let the student know up front that they must disclose the identity of that student and the incident to the Title IX/Deputy Title IX Coordinator.

Grievance/Adjudication Procedures

If the investigating officer determines a violation of Title IX policy occurred, the matter will be adjudicated in the following manner.

1. A Hearing Panel will be established. Its members will consist of the Vice-President of Student Affairs and two other individuals from a predetermined pool of trained faculty and staff.
2. The complainant and the respondent will be requested to be present at the hearing to retell their version of the events in question. The hearing process will not exceed thirty (30) business days.

3. The College will maintain documentation of all hearings or other proceedings, which may include various forms (e.g., notes, written findings of fact, transcripts, audio recordings, etc.).
4. Within three (3) business days of the conclusion of the hearing, both the complainant and respondent will simultaneously be informed in writing by the Vice-President of Student Affairs of the outcome of the hearing. The letter will state the ruling of “violation” or “no violation” of the policy and any corrective actions/remedies that will be put into place. A decision will always be reached. The College may disclose to the complainant information about any corrective actions/remedies taken that relate directly to the complainant (e.g., “no contact” order). In no event will the complainant be required to abide by a nondisclosure agreement that would prevent disclosure of the outcome.
5. If there is a finding of policy violation, appropriate, corrective action/remedies by the College will be taken to:
 - a. Eliminate the policy violation;
 - b. Prevent the recurrence of the violation; and,
 - c. Address the effects of the violation.
6. Recordings, notes, investigations, findings, and determinations will be kept in a secure file within the office of the Title IX Coordinator/Deputy Title IX Coordinator.

Mediation is never appropriate in sexual misconduct cases. However, in all other alleged Title IX violations informal resolution is appropriate if both parties agree. At any point during an informal resolution process either the complainant or respondent can suspend the proceedings and move to formal resolution.

Appeals

A complainant or respondent may appeal the determination of a complaint only on the following grounds:

1. There is a substantial likelihood that newly discovered information, not available at the time evidence was presented, would result in a different decision.
2. There was a procedural error significant enough to call the outcome into question.
3. There was a clear error in factual findings.
4. Bias or prejudice was shown on the part of the investigating officer or hearing panel.
5. The disciplinary sanction imposed is disproportionate to the offense.

Appeals must be filed in writing with the President of the College within seven (7) business days of receipt of the written report determining the outcome of the complaint and include:

- Name of the complainant;
- Name of the respondent;
- A statement of the determination of the complaint, including corrective action if any;
- A detailed statement of the basis for the appeal including the specific facts, circumstances, and argument in support of it; and,
- Requested action, if any.

The President will resolve the appeal within fifteen (15) business days of receiving it and may take any and all actions that he/she determines to be in the interest of a fair and just decision. The decision of the President is final. The President shall issue a short and plain, written statement of the resolution of the appeal, including any changes made to the investigating

officer or hearing panel's previous written determination. The written statement shall be provided to the complainant, respondent, and the Title IX Coordinator/Deputy Title IX Coordinator within three (3) business days of the resolution.

Training, Prevention, and Education

In order to promote the awareness of policies against sex discrimination, sexual harassment, and sexual violence or assault (including domestic violence, dating violence, and stalking) and to make victim resources available, a training, prevention, and education program has been established. The following information will be included in a variety of programs for new students and employees and training for students who serve as resident advisors. Ongoing prevention and awareness campaigns for all students, faculty, staff, and administrators will also be conducted. The information included in these programs consists of the following:

- A statement that Mercy College of Ohio prohibits sex discrimination, including sexual harassment, sexual violence or assault, domestic violence, dating violence, and stalking.
- The definitions of sex discrimination, sexual harassment, sexual violence or assault, domestic violence, dating violence, and stalking.
- The definition of consent.
- A statement that sexual violence or assault (including domestic violence, dating violence, and stalking) violates College policy and criminal law.
- Common facts and myths about the causes of sexual violence or assault.
- Safe and positive options for bystander intervention that may be taken by an individual to prevent harm or intervene in risky situations involving these offenses.
 - Bystander intervention is a sexual assault prevention strategy that encourages witnesses to take safe action when they see a situation that might lead to sexual assault, and to support survivors after an incident. Being an active bystander does not require that you risk our own safety or the well-being of others. The goal is to aid in the prevention of violence without causing further threat, harm, or damage. There is a range of responses you can use that are appropriate, depending on the situation. However, if you or someone else is in immediate danger, calling 911 is the best action a bystander can take.
 - Be an Active Bystander!
 - An active bystander steps in when they sense trouble or see behavior that is wrong. You can be an active bystander by following these guidelines:
 - Pay Attention. Be aware of situations that could lead to sexual violence.
 - Responsibility. You are a member of the Mercy community—a community of individuals that care for one another.
 - Integrity. Make a commitment to have zero tolerance for sexual misconduct and gender discrimination. Be a leader by verbalizing your commitment.
 - Confidence. Trust your intuition when you think someone is being harassed or abused. Ask for assistance if necessary.
 - Safety. Always put your own safety first. Get away from a situation and get help if an immediate threat is present.
 - Resource. You can be a resource for friends and peers who have experienced sexual violence.
- Methods of encouraging peer support for victims.
- A statement explaining the College's primary concern is the safety of members of the College community; that the use of alcohol or drugs never makes the victim at fault for

sexual violence or assault; and that students or employees who are victims should not be deterred from reporting incidents out of concern that they might be disciplined for related violations of drug, alcohol, or other College policies.

- How to recognize warning signs of abusive behavior and how to avoid potential attacks.
- What someone should do if she/he has been a victim of, or witness to sex discrimination, sexual harassment, sexual violence or assault, domestic violence, dating violence and stalking.

If you are a victim of sexual assault, your first priority should be to get to a place of safety. You should then obtain necessary medical treatment. Mercy Public Safety/Mercy Health Police Department- Youngstown strongly advocates that a victim of sexual assault report the incident in a timely manner. Time is a critical factor for evidence collection and preservation. An assault should be reported directly to a Mercy police officer and/or to a Campus Security Authority. Filing a police report with a Mercy police officer or CSA will not obligate the victim to prosecute, nor will it subject the victim to scrutiny or judgmental opinions from the officers. Filing a police report will:

- Ensure that a victim of sexual assault receives the necessary medical treatment and tests;
- Provide the opportunity for collection of evidence helpful in prosecution, which cannot be obtained later (ideally a victim of sexual assault should not wash, douche, use the toilet, or change clothing prior to a medical/legal exam);
- Assure the victim has access to free confidential counseling from counselors specifically trained in the area of sexual assault crisis intervention.
- Individuals to whom incidents may be reported.
- The availability of, and contact information for, campus and community resources for sexual violence or assault victims.
- College policies and disciplinary procedures available for addressing alleged violations and the consequences of violating these policies. Such proceedings shall:
 - Provide a prompt, fair, and impartial investigation and resolution;
 - Be conducted by officials who receive annual training on issues related to sex discrimination, sexual harassment, sexual violence, domestic violence, dating violence, and stalking, and how to conduct an investigation and hearing process that protects the safety of victims and promotes accountability.
- The complainant and the respondent are entitled to the same opportunities to have others present during a disciplinary proceeding, including the opportunity to be accompanied to any related meeting or proceeding by the advisor of their choice.
- Both the complainant and the respondent shall be simultaneously informed in writing of:
 - The outcome of any disciplinary proceedings that arises from an allegation of sexual violence, domestic violence, dating violence, and stalking;
 - The College's procedures for the accused to appeal the results of the disciplinary proceeding;
 - Any change to the disciplinary results that occurs prior to the time such results become final; and
 - When disciplinary results become final.
- Possible sanctions or protective measures the College may impose following the final determination of the College's disciplinary procedure regarding sexual violence, domestic violence, dating violence, and stalking.
- How the College will protect the confidentiality of victims, including how publicly-

available recordkeeping (e.g., campus Clery reports) will be handled without the inclusion of identifying information about the victim, to the extent permissible by law.

- That persons who report being a victim of sexual violence, domestic violence, dating violence, and stalking must receive written notification about:
 - Existing counseling, health, mental health, victim advocacy, legal assistance, and other services available for victims, both on campus and in the community.
 - Options for, and available assistance in, changing academic, living, transportation, and working situations, if requested by the victim and if such accommodations are reasonably available, regardless of whether the victim chooses to report the crime to campus police or local law enforcement.
- Procedures complainants should follow if sexual violence, domestic violence, dating violence, and stalking has occurred, as well as the fact that the following written information must be provided to victims:
 - The importance of preserving evidence as may be necessary to prove criminal domestic violence, dating violence, sexual assault, and stalking, or to obtain a temporary restraining or other protective order;
 - The name and contact information of the College employee(s) to whom the alleged offense should be reported;
 - Reporting to law enforcement and campus authorities, including the victim's option to (a) notify law enforcement authorities, including on-campus and local police; (b) be assisted by campus authorities in notifying law enforcement authorities if the victim so chooses; and (c) decline to notify such authorities;
 - Where applicable, the rights of victims and the College's responsibilities regarding orders of protection, no contact orders, restraining orders, or similar lawful orders issued by a criminal, civil, or tribal court.

Options for Assistance Following an Incident of Sexual Misconduct

Call 911 if the victim is in the midst of any kind of emergency, immediate harm or threat of harm. Mercy Public Safety-419-251-1444 or Mercy Health Police-Youngstown-330-480-3288 are also resources which can be contacted with an emergency.

The College has designated a Title IX Coordinator (Toledo campus), 419-251-1710 or TitleIX@mercy.edu and an Interim Deputy Title IX Coordinator (Youngstown location), 330-480-1880, to monitor and oversee overall compliance with laws and policies related to nondiscrimination based on sex. The Title IX Coordinator and Title IX Deputy Coordinator at Mercy College are available to explain and discuss: the victim's right to file criminal complaint (in cases of Sexual Violence); the process for filing a Title IX complaint; the right to receive assistance with the process; how confidentiality is handled; available resources both on and off campus; and other related matters.

The victim is encouraged to ***seek immediate assistance from police and healthcare providers*** for physical safety, emotional support, and medical care.

Title IX Coordinator – Toledo

Leslie Erwin (Interim)
2221 Madison Avenue
Toledo, Ohio 43604

419-251-1710
TitleIX@mercy.com

Deputy Title IX Coordinator – Youngstown

Betsy Cardwell
1044 Belmont Avenue
Youngstown, Ohio 44501
330-480-2170

Public Safety – Toledo

Police Chief, Director of Emergency Management
MOB 1 Garage
Mercy St. Vincent Medical Center
2213 Cherry Street
Toledo, OH 43608
419-251-1444

Mercy Health Police – Youngstown location

Mercy Health Police
Mercy St. Elizabeth Hospital
1044 Belmont Avenue
Youngstown, OH 44501
330-480-3288

Toledo Police

Toledo Police Department
525 North Erie Street
Toledo, OH 43604
419-245-3256 (non-emergency number)

Youngstown Police

Youngstown Police Department
116 West Boardman Street
Youngstown, OH 44503
330-747-7911 (non-emergency number)

The College's Title IX and Deputy Title IX Coordinators are available to assist the victim in notifying Public Safety/Mercy Police-Youngstown, if so desired. Mercy Public Safety/Mercy Police-Youngstown will escort the victim to a safe place and transport to one of the System's hospitals or a sexual assault response center for a medical examination, if needed. Public Safety/Mercy Police-Youngstown can also provide access to a confidential sexual assault advocate. If the victim would prefer not to notify Public Safety/Mercy Police-Youngstown or the local police, the individual is strongly encouraged to seek assistance from the College's Title IX and Deputy Title IX Coordinators who can provide the victim with information on options, rights, and remedies. Victims can also go to the Counseling and Wellness Center for additional support.

Information for victim's seeking medical care. For the preservation of evidence in the event of a sexual assault, the following guidelines are recommended: (a). Do not destroy the physical

evidence that may be found in the vicinity of the crime. If the crime occurred in the victim's home, the victim should not clean until the police have had an opportunity to collect evidence. (b). Tell someone all details remembered about the assault. Write down all details remembered as soon as possible. (c). Do not bathe or douche. Do not urinate, if possible. (d). Do not eat, drink liquids, smoke, or brush teeth if oral contact took place. (e). Keep the clothes worn during the offense. If clothes are changed, place clothes in a paper bag (evidence deteriorates in plastic). (f). Get prompt medical attention at a local hospital.

Interim Protective Measures:

The College reserves the right to suspend or place on immediate administrative leave any member of the College Community accused of violating this policy, or take any other interim measures deemed appropriate, pending the outcome of an investigation and/or disciplinary proceedings. Such interim measures can include, but are not limited to, placing an employee on paid or unpaid administrative leave, removing a student from campus housing and/or current classes, modifying course schedules, and issuing a “no-contact” order, among other remedies.

Resources:

Medical and Counseling Services

Mercy College Counseling Services:
Director of the Counseling and Wellness Center
2221 Madison Avenue
Toledo, OH 43604
419-251-1454
counselor@mercy.com

Off-Campus Services – Toledo

Sexual Assault/Rape
YMCA H.O.P.E. Center
1018 Jefferson Avenue
Toledo, OH 43624
419-241-3235 non-emergencies
24-Hour Hotline: (866) 557-7273

Area Hospitals that Provide Sexual Assault Examinations and Information and Referrals:

Mercy St. Vincent Hospital
2213 Cherry Street
Toledo, OH 43608
419-251-3232

Mercy St. Charles Hospital
2600 Navarre Avenue
Oregon, OH 43616
419-696-7300

University of Toledo Medical Center
3000 Arlington Avenue
Toledo, OH 43614
419-275-1620

St. Luke's Hospital
5901 Monclova Road
Maumee, OH 43537
419-893-5920

The Toledo Hospital
2142 North Cove Boulevard
Toledo, OH 43606
419-874-1494

Off-Campus Services – Youngstown

Rape Crisis and Counseling Services
535 Marmion Avenue
Youngstown, OH 44502
330-782-5664 non-emergencies
24 Hour Hotline: 330-782-3936

Area Hospitals that Provide Sexual Assault Examination and Information and Referrals:

Mercy St. Elizabeth Hospital
1044 Belmont Avenue
Youngstown, OH 44504
330-480-2344

Coordinator of the Sexual Assault Nurse Examiner (SANE) Program
Office Phone: 330-480-3323
Cell Phone: 330-301-8418

U.S. Department of Education, Office of Civil Rights

(800) 421-3481 or ocr@ed.gov

Legal Assistance

Legal Aid of Western, OH, Inc. provides legal services to those recovering from domestic violence, Sexual Assault, and Stalking. 419-724-0460 (Lucas County), 888 -534-1432 or www.legalaidlin.org

Protection Orders – Contact Local Police Department or Legal Aid

Disclosure of Results of Disciplinary Proceedings

Mercy will upon written request, 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 College against a student who is the alleged perpetrator of such offense. If the alleged victim is deceased as a result of such crime or offense, the victims' next of kin shall be treated as the alleged victim for the purposes of this policy.

Registered Sex Offenders

Information on registered sex offenders provided by the state of Ohio can be found at:
http://sheriffalerts.com/cap_main.php?office=55149

Voluntary Confidential Reporting

Anyone who is a victim of or witness to any crime should promptly report the incident to the Dean of Students at 419-251-1710. Campus police/security cooperates with local criminal justice agencies, whose records are public, and cannot keep crime reports confidential.

Drug, Alcohol, and Substance Abuse Policy

Mercy College has an ethical and professional duty to students, employees, patients, and to the community to provide an environment that maintains high standards of safety, health, and efficiency. The use, sale, transfer, or possession of controlled substances or alcohol by students creates a potential for harm. This policy provides guidelines to deal with actual or potential situations in a systematic manner.

General Statement

It is the responsibility of all students to conduct themselves in a manner consistent with College requirements for maintaining an environment free from threat to person, property, efficiency or reputation because of illegal use, sale, transfer, or possession of alcohol or dangerous drugs as defined by Section 2925.01 of the Ohio Revised Code and United States Code 21, Section 811 and 844.

Policy

1. The use, sale, transfer or possession of controlled substances, alcohol or dangerous drugs, as defined by Section 2925.01 of the Ohio Revised Code during working hours, on clinical assignment or any Mercy organization property is forbidden, and are grounds for disciplinary action including dismissal from the College. The presence of controlled substances and/or alcohol in a student's physical system during working hours or while the student is on clinical assignment is grounds for dismissal from the College.
2. The illegal use, sale, transfer or possession of controlled or illegal substances off college property or clinical sites constitutes grounds for dismissal from the College.
3. Law enforcement may be notified of illegal sale, use, transfer or possession of controlled or illegal substances required by Section 2921.22, Ohio Revised Code, which states in part, "No person knowing that a felony is being committed shall knowingly fail to report such information to law enforcement authorities."
4. Mercy College may take any disciplinary action deemed appropriate for violation of this policy. Violation of this policy may result in dismissal from Mercy College.
5. Mercy College is under no financial obligation to assist any student who violates this policy. However, efforts would be made to assist and guide the student in initiating appropriate referral and rehabilitation.
6. Mercy College will permit the legal use of medication or drugs prescribed by a licensed practitioner if such usage does not adversely affect the student or others. Mercy College reserves the right to define "adversely affect" and may at its discretion discipline any student who it deems may be adversely affected by the use of legally prescribed medications.
7. In cases in which the faculty or staff member reasonably suspect violations of this policy, these

individuals may request a drug screen. The same drug screening protocol outlined in the College's "Criminal Background Check/Drug Screen Policy and Procedures for Clinical Students" will be utilized. A student's failure to comply with a request to undergo a drug screen sampling or refusal to sign a consent authorizing testing will result in disciplinary action, which may include dismissal from the College.

8. Students must notify the College of any criminal drug statute conviction (this includes misdemeanor or felony) within five (5) days after the conviction. Mercy College will notify any appropriate government agency entitled to notice within ten (10) days of receiving notice of a conviction.

Legal Sanctions Related to Drugs and Alcohol

Federal Law

Federal law prohibits, among other things, the manufacturing, distributing, selling and possession of controlled substances as outlined in 21 United States Code, Sections 801 through 971.

Depending on the amount, first offense maximum penalties for trafficking marijuana range from up to five years' imprisonment and a fine of up to \$250,000 to imprisonment for life and a fine of \$4 million. Depending on the amount, first offense maximum penalties for trafficking other controlled substances (e.g., methamphetamine, heroin, cocaine, cocaine base, PCP, LSD, fentanyl and fentanyl analogue) range from five years to life imprisonment and fines range from \$2 to \$4 million. First offense penalties and sanctions for the illegal possession of small amounts of controlled substances, including marijuana, range from up to one year in prison or a fine of at least \$1,000. Penalties are more severe for subsequent offenses.

Convictions for federal drug offenses can also result in the loss of eligibility for federal financial aid.

Ohio State Law (Alcohol)

Ohio's laws related to the use of alcohol include, but are not limited to, the following:

Ohio Revised Code ("O.R.C.") Section 4301.63 provides that no person under the age of 21 years shall purchase beer or intoxicating liquor. The penalty for a violation may include a fine of not less than \$25, but no more than \$100 may be imposed. The court may order that the fine be paid by the performance of public work at a reasonable hourly rate established by the court and shall designate the time within which the public work shall be completed.

- O.R.C. Section 4301.631 provides that no underage person can purchase low alcohol beverages, that no person may furnish low alcohol beverages to an underage person, and that no person shall allow underage persons to consume low alcohol beverages on his or her property. Punishments for violating O.R.C. Section 4301.631 range from fines of \$25 to \$250 and imprisonment up to 30 days.

- O.R.C. Section 4301.633 provides that no person shall knowingly furnish any false information as to the name, age, or other identification of any person under 21 years of age for the purpose of obtaining beer or intoxicating liquor for a person under 21 years of age, by purchase or as a gift. Violation of this law is a misdemeanor of the first degree. The maximum penalty is imprisonment for not more than 6 months and a \$1,000 fine.

- O.R.C. Section 4301.634 provides that no person under the age of 21 years shall knowingly show or give false information concerning his name, age, or other identification for the purpose of purchasing or otherwise obtaining beer or intoxicating liquor in any place in this state where beer or intoxicating liquor is sold under a permit issued by the

department of liquor control. Violation of this law is a misdemeanor of the first degree. The maximum penalty is imprisonment for not more than 6 months and a \$1,000 fine.

- O.R.C. Section 4301.64 prohibits the consumption of any beer or intoxicating liquor in a motor vehicle. Violation of this law is a misdemeanor of the fourth degree. The maximum penalty is imprisonment for not more than 30 days and a \$250 fine.

- O.R.C. Section 4301.69(A) prohibits selling beer or intoxicating liquor to a person under the age of 21 years, or buying it for or furnishing it to such a person. Violation of this law is a misdemeanor. The maximum penalty is imprisonment for not more than 6 months and a fine of not less than \$500 and no more than \$1,000.

- O.R.C. Section 4301.69(E) provides that no underage person shall knowingly possess or consume any beer or intoxicating liquor, in any public or private place, unless he is accompanied by a parent, spouse, or legal guardian, who is not an underage person, or unless the beer or intoxicating liquor is given for medical or religious purposes. Violation of this law is a misdemeanor of the first degree. The maximum penalty is imprisonment for not more than 6 months and a \$1,000 fine.

- O.R.C. Section 4511.19 prohibits any person from driving a motor vehicle while under the influence of alcohol and/or any drug of abuse. Violation of this law is a misdemeanor of the first degree. The maximum penalty is imprisonment for not more than 6 months and a \$1,075 fine, in addition to license suspension and attendance and satisfactory completion of a treatment or education program. Penalties for repeat offenders can result in up to 5 years in prison and an increase in fines.

Ohio State Law (Drugs)

Ohio's laws related to the illegal use of drugs include, but are not limited to, the following:

- O.R.C. Section 2925.03 provides that no person shall knowingly "traffic" in controlled or illicit substances, including marijuana. Trafficking includes selling, offering to sell, delivering, distributing, preparing, cultivating, and manufacturing of controlled substances. The penalty is mandatory fines ranging from \$100 to \$20,000, depending on the offense and drug involved, and mandatory jail sentences ranging from 6 months to 10 years.

- O.R.C. Section 2925.11 provides that no person shall knowingly obtain, possess, or use a controlled substance. Drug abuse offenses involving amounts of marijuana less than 100 grams carries a penalty of not more than \$150. Possessing larger amounts of marijuana will result in more severe penalties up to a mandatory jail term of not more than 8 years and a fine of up to \$15,000. Drug abuse offenses involving other drugs may result in jail terms of up to 11 years and fines of \$20,000.

- O.R.C. Section 2925.12 provides that no person shall make obtain, possess, or use drug abuse instruments. A first offense can carry a jail term of up to 90 days and fines of \$750, plus driver's license suspension for a period of six months to five years.

- O.R.C. Section 2925.14 provides that no person shall knowingly use, possess with purpose to use, sell, manufacture or advertise drug paraphernalia. Depending upon the facts, the penalty is imprisonment up to 6 months and fines up to \$1,000.

- O.R.C. Section 2925.31 provides, except for lawful research, clinical, medical, dental, or veterinary purposes, no person with intent to induce intoxication or similar effect, shall obtain, possess, or use a harmful intoxicant. The penalty is fines up to \$1,000 and 6 months in jail, plus driver's license suspension for a period of six months to five years.

- O.R.C. Section 2925.37 provides that no person shall knowingly possess, make, sell, or deliver counterfeit controlled substances. Depending upon the facts, the penalty can be up to 180 days in jail and a \$1,000 fine, and result in a driver’s license suspension for a period of six months to five years. Aggravating circumstances can also cause the offense to become a felony of the fourth degree with prison terms between 6-18 months and a fine up to \$5,000.

Local Law

The cities of Toledo and Youngstown enforce all of the state criminal statutes cited above and may provide for additional sanctions for illegal alcohol and drug use.

Awareness Program

Any student who wishes counseling or help with substance abuse should contact the Director of Counseling, Vice President of Student Affairs, or Vice President of Academic Affairs, for assistance with referral. Since the College does not currently have professional rehabilitation services, referrals will generally be to outside agencies or programs. The student will be responsible for the cost of the programs if not covered by medical insurance.

Examples of available agencies or programs in the Toledo area are:

Lutheran Social Services	(419) 243-9178
Comprehensive Addiction Service System	(419) 241-8827
Philio Inc.	(419) 531-5544
Fresh Attitude, Inc.	(419) 244-4081
Unison Behavioral Health Group	(419) 242-9577
Substance Abuse Services, Inc.	(419) 241-8827
Rescue Mental Health Services	(419) 255-9585

Examples of available agencies or programs in the Youngstown area are:

The Treatment Center	24-hour line	888-819-1270
Meridian Community Care		330-797-0074
Ohio Valley Teen Challenge		330-743-9030
Alcoholics Anonymous		330-270-3000

Health Risks

There are a vast array of health risks associated with chronic drug and alcohol use including but not limited to:

- Depression
- Liver and kidney disease
- Psychosis and impaired thinking
- Heart attack
- Seizures
- Strokes
- High blood pressure
- Violent outbursts
- Paranoia
- Anxiety

- Increased risk of birth defects and developmental issues during and after pregnancy.

For more information about the health risks associated with chemical dependency please see www.drugabuse.gov.

Drug and Alcohol Abuse Prevention

In accordance with FSA requirements from the 1989 Amendments to the Drug-Free Schools and Communities Act of 1986 and 1988 (Public Law 101-226), Mercy College must make a good faith effort on a continuing basis to maintain a drug-free environment for its faculty, staff and students. The Counseling and Wellness Center as a part of Student Affairs at Mercy College of Ohio is responsible for providing campus programming in support of an Alcohol and Drug Free Environment. The following items are ways the College currently supports alcohol and drug abuse prevention:

- Standards of conduct that prohibit unlawful possession, use or distribution of illicit drugs and alcohol by students and employees (see Mercy College Drug, Alcohol, and Substance Abuse Policy and the Mercy College Student Code of Conduct in the College Catalog)
- Description of applicable legal sanctions under local, state, or federal law (see Mercy College Drug, Alcohol, and Substance Abuse Policy)
- Description of health risks associated with the use of illicit drug and abuse of alcohol (see Mercy College Drug, Alcohol, and Substance Abuse Policy and various resources on the Mercy College website: <http://www.mercycollege.edu/my-mercy/drug-alcohol-abuse-prevention>)
- Available counseling (see Mercy College Drug, Alcohol, and Substance Abuse Policy and counseling resources on the website: <http://www.mercycollege.edu/my-mercy/student-formation/counseling-wellness/>)
- Disciplinary sanctions (see the Mercy College Student Code of Conduct in the College Catalog)

Hazing Policy

To provide students with a learning environment that is collegial and does not condone any type of “hazing” activity on either the Toledo campus or Youngstown location.

“Hazing” is the act or coercing of another, including the person being hazed, to do any act of initiation into any student or other organization that triggers or creates a substantial risk of causing mental or physical harm to any person.

To this end, the College hazing policy is grounded in three standards and applies to both individuals and groups:

- (1) Compliance with current laws and College policies;
- (2) Respect for the college community, through the prevention/zero tolerance of hazing;
- (3) Accountability for reporting hazing.

This policy informs students of their individual and community responsibilities regarding hazing, the College’s response to Hazing Policy violations, and the resources available for addressing concerns related to hazing or suspected hazing. The policy refers to College students whether they are on the Toledo campus, Youngstown location or online.

The College Vice-President of Student Affairs has primary responsibility for enforcement of this policy. The Vice-President of Student Affairs and/or his/her designee will impose or modify sanctions for violations of this policy, as they deem appropriate in their sole discretion.

Any student who participates in hazing is subject to disciplinary action up to and including dismissal, pursuant to the Student Code of Conduct.

It is also a violation of this policy for an administrator, staff, or faculty member to permit the hazing of any person. College employees who observe or otherwise become aware of hazing (1) must make a reasonable attempt to prevent it and (2) must immediately report the situation to the Vice-President of Student Affairs. When determining whether there has been a violation, the Vice-President of Student Affairs will consider whether the employee knew or reasonably should have known of the hazing and failed to take appropriate action. Depending on the circumstances, the employee may be subject to disciplinary action.

