



CLERY REPORT
Calendar Year 2018

Prepared September, 2019

Main Campus
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St. Martin, Ohio 45118
(513) 875-3344

OTR
1544 Central Pkwy
Cincinnati, Ohio 45202
(513) 921-9856

www.chatfield.edu

Member of Greater Cincinnati Collegiate Connection (GC3)

Chatfield College's Annual Report in Compliance with the Student Right-to-Know and Campus Security Act

Chatfield College has always been a safe place in which to learn. To ensure your continued safety and to communicate with the public about how safe it is, please read and become familiar with the following Crime Report, safety policies and information. Any questions or concerns regarding these policies or this report should be directed to **Peter Hanson, Chatfield College "Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act" Officer**. Questions regarding Title IX requirements and issues concerning Domestic Violence, Dating Violence, Stalking, and Sexual Misconduct (Sex Crimes or Sexual Harassment) should be directed to **Mary Jacobs, Chatfield College Title IX Coordinator**.

College Crime Statistics Report for 2018 Calendar Year

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act Officer prepares this report to comply with the requirements of the Act. The full text of this report can be located on our web site at <http://chatfield.edu/student-life/safety-and-security>. This report is prepared in cooperation with the local law enforcement agencies responsible for the regions surrounding our campuses. The College also provides updated information on their educational efforts and programs to comply with the Act.

Campus crime, arrest and referral statistics include those reported to designated campus officials (including but not limited to the Dean of the College, Site Directors, and advisors to students/student organizations), and local law enforcement agencies. Campus Ministers serving as Pastoral Counselors inform their clients of the procedures to report crime to the College authorities on a voluntary or confidential basis, should they feel it is in the best interest of the client. A procedure is in place to anonymously capture crime statistics disclosed confidentially during such a session.

Each year, an e-mail notification is made to all faculty, staff and enrolled students that provides the Chatfield College web site link <http://chatfield.edu/student-life/safety-and-security> to access this report. Copies of the report are also available by request to the Site Directors. All prospective employees may obtain a copy from the Business Office, and the web site link <http://chatfield.edu/student-life/safety-and-security> will be attached to employment applications.

CRIME INFORMATION

We report the following information for Chatfield College. Included are crimes reported to College Officials and Local Law Enforcement agencies as occurring on Campus and on Adjacent Public Property at both St. Martin¹ and Over-the Rhine². Chatfield College has no on-campus student housing facilities or any non-campus buildings or property used by students.

St. Martin Campus¹

<u>Calendar Year</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>
<u>Number of reported offenses of:</u>				
Murder/Non-negligent Manslaughter	0	0	0	0
Negligent Manslaughter	0	0	0	0
Sex Offenses- Forcible	0	0	0	0
Sex Offenses- Non-forcible	0	0	0	0
Robbery	0	0	0	0
Aggravated assault	0	0	0	0
Burglary	0	0	0	1
Motor-vehicle theft	0	0	0	0
Arson	0	0	0	0
Hate crimes	0	0	0	0
<u>Number of Arrests or Disciplinary Actions for:</u>				
Liquor-law violations	0	0	0	0
Drug-abuse violations	0	0	0	0
Weapons possessions	0	0	0	0
<u>Number of Reported Fires:</u>	0	0	0	0

¹Adjacent Public Property at St. Martin includes:

- 20918 State Route 251. St. Martin, OH 45118;
- Portions of State Route 251 immediately adjacent to the St. Martin Campus located at 20918 State Route 251;
- The portion of Anderson State Road from its intersection with State Route 251 to the intersection with Church Street;
- Kelly Road adjacent to the Chatfield College.

Over-the Rhine Campus²

<u>Calendar Year</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>
<u>Number of reported offenses of:</u>				
Murder/Non-negligent Manslaughter	0	0	0	0
Negligent Manslaughter	0	0	0	0
Sex Offenses- Forcible	0	0	0	0
Sex Offenses- Non-forcible	0	0	0	0
Robbery	0	0	0	0
Aggravated assault	0	0	0	0
Burglary	0	0	0	0
Motor-vehicle theft	0	0	0	1*
Arson	0	0	0	0
Hate crimes	0	0	0	0
<u>Number of Arrests or</u>				
<u>Disciplinary Actions for:</u>				
Liquor-law violations	0	0	0	0
Drug-abuse violations	0	0	0	0
Weapons possessions	0	0	0	0
<u>Number of Reported Fires:</u>	0	0	0	0

*Offenses or arrests reported by the Cincinnati Police Department as occurring on adjacent public property

²Adjacent Public Property at Over-the-Rhine:

- 1544 Central Parkway, Cincinnati, OH 45202
- Portions of Wade Street
- Kemp Alley

CHATFIELD COLLEGE SAFETY, SECURITY AND CRIME POLICIES

Timely Warnings

In the event that a situation arises, either on or off campus, that, in the judgment of the **Dean of the College**, or in the absence or unavailability of that official, the **Campus Site Director**, constitutes an ongoing or continuing threat, a campus wide “timely warning” will be issued. The warning will be issued through the college e-mail system to students, faculty and staff, be posted on the electronic and other bulletin boards on campus, and announced in classes as deemed appropriate.

Depending on the particular circumstances, especially in all situations that could pose an immediate threat to the community and individuals, the Dean of the College may also post a notice on the Chatfield College web site at <http://www.chatfield.edu>, utilize the All Call feature of the phone system or the One Call Now service to provide the college community with more immediate notification and/or make an announcement in classes as deemed appropriate.

Information regarding any Chatfield College campus closures due to inclement weather or other emergencies will be broadcast by local radio and television stations.

Should the threat be judged to potentially endanger the surrounding non-college community, local emergency and law enforcement agencies will be notified and a timely announcement made by contacting local radio and television stations.

Anyone with information warranting a timely warning should report the circumstances to the **Dean of the College**, by phone (513-309-4319 Ext 113) or in person to the **Campus Site Director**.

Crime Prevention

Chatfield College does not have a structured crime prevention program. Our small campuses where people respect each other have enabled Chatfield to be a safe place without a formal program. Appropriate programs and information will be offered as deemed necessary.

Reporting Emergencies or Crimes

ANY CRIME IN PROGRESS OR AN EMERGENCY SITUATION CONSTITUTING AN IMMEDIATE DANGER TO THE HEALTH OR SAFETY OF ANY INDIVIDUAL SHOULD BE REPORTED IMMEDIATELY TO THE BROWN COUNTY OR CINCINNATI EMERGENCY RESPONSE DISPATCHER BY DIALING 9-1-1. FROM CAMPUS PHONES DIAL 8 FOR AN OUTSIDE LINE.

Any crime or emergency should then be reported to the **Campus Site Director or Reception Desk**. If the office is closed, contact a Chatfield Staff Member or Instructor. The person receiving the report will assist by getting help if needed immediately, see that an incident report is completed, and give the report to the **Campus Site Director**. In consultation with the Dean of

the College, the Campus Site Director will direct any further action according to the procedures outlined in the red **Emergency Procedures Guide** located in each classroom, office and common area and will initiate a timely warning to the Chatfield community if necessary.

St. Martin Campus

To report a crime, call **The St. Martin Site Director 513-875-3344 Ext 112** or **Reception Desk Ext 110**(non-emergencies) or dial **9-1-1** (emergencies only). Any suspicious activity or person seen in the parking lots or loitering around vehicles or inside the building should be reported to the **Site Director 513-875-3344 Ext 112** or **Reception Desk Ext 110** or any Chatfield Staff Member or Instructor. In addition you may report a non-emergency crime to the **Dean of the College 513-875-3344 Ext 113** or any Chatfield Staff Member or Instructor.

Visitors: All visitors should report to the office in the Welcome Center building at St. Martin and be accompanied by a Chatfield student, instructor, or staff member during their visit. Please report any unaccompanied visitors.

Local Police: Chatfield staff, including work study students, are authorized to call the local police if necessary. Dial 911.

Over-the-Rhine Campus

To report a crime, call **The Over-the-Rhine Site Director 513-921-9856 Ext 227** or **Reception Desk Ext 201**(non-emergencies) or dial **9-1-1** (emergencies only). Any suspicious activity or person seen in the parking lots or loitering around vehicles or inside the building should be reported to the **Site Director 513-921-9856 Ext 227**, **Reception Desk Ext 201**. In addition you may report a non-emergency crime to the **Dean of the College 513-875-3344 Ext 113** or any Chatfield Staff Member or Instructor.

Visitors: All visitors should report to the reception Desk on the first floor at Over-the-Rhine and be accompanied by a Chatfield student, instructor, or staff member during their visit. Please report any unaccompanied visitors.

Local Police: Chatfield staff, including work study students, are authorized to call the local police if necessary. Dial 911.

Information on Emergency Procedures

In each classroom a red **Emergency Procedures Guide** is available. Please be aware of these procedures and follow them in case of a crime or emergency for your own safety and the safety of others. All emergency services for Over-the-Rhine Campus should be contacted through the 911 dispatch.

Disclosures to Alleged Victims of Crimes of Violence or Non-forcible Sex Offenses

Chatfield College will, upon written request, disclose to the alleged victim of a crime of violence, or a non-forcible sex offense, the results of any disciplinary hearing conducted by the college against the student who is the alleged perpetrator of the crime or offense. If the alleged victim is deceased as a result of the crime or offense, Chatfield College will provide the results of the disciplinary hearing to the victim's next of kin, if so requested.

Prevention and Response to Sex Offenses

Chatfield College educates the student community about sexual assaults and date rape in mandatory freshman Cornerstone classes and dissemination of this material to current and new faculty and staff. The **Title IX Coordinator** conducts crime prevention and informational sessions to students, faculty and staff upon request. For the 2018-2019 academic year crime prevention and awareness programs were offered to the student community.

Sexual Assault

If you are a victim of a sexual assault at this institution, your first priority should be to get to a place of safety. You should then obtain necessary medical treatment. The College 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 the **Title IX Coordinator and Campus Site Director** or other College representative(s). Filing a police report with local Law Enforcement will not obligate the victim to prosecute, nor will it subject the victim to scrutiny or judgmental opinions from officers. Filing a police report will:

- Ensure that a victim of sexual assault receives the necessary medical treatment and tests, at no expense to the victim;
- 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.

When a sexual assault victim contacts a college representative, local law enforcement will be notified as well as the Dean of the College. The victim of a sexual assault may choose for the investigation to be pursued through the criminal justice system and the Chatfield College administration, or only the latter. A College representative will guide the victim through the available options and support the victim in his or her decision. Counseling and support services through various local agencies outside the College system will be provided if requested.

Chatfield College disciplinary proceedings are detailed in the *Student Handbook*. Both the victim and accused will be informed of the outcome of any hearing. A student found guilty of violating the College sexual misconduct policies could be criminally prosecuted in the state courts and may be suspended or expelled from the College. Student victims have the option to change their academic situations after an alleged sexual assault, if such changes are reasonably available. If requested by the victim, the College will cooperate with the victim to facilitate changes in the victim's transportation and working situations and assist if possible in modifying living situations through community agencies, since the College has no on-campus residence facilities.

Registered Sex Offender Information

In accordance to the "Campus Sex Crimes Prevention Act" of 2000, which amends the Jacob Wetterling Crimes Against Children and Sexually Violent Offender Registration Act, the Jeanne Clery Act and the Family Educational Rights and Privacy Act of 1974, Chatfield College is providing a link to the Ohio Department of Rehabilitation and Correction Offender Search Registry at <https://appgateway.drc.ohio.gov/OffenderSearch>. This act requires institutions of higher education to issue a statement advising the campus community where law enforcement information provided by a State concerning registered sex offenders may be obtained. It also requires sex offenders already required to register in a State to provide notice of each institution of higher

education in that State at which the person is employed, carries a vocation, or is a student. In Ohio, convicted sex offenders must also register with local law enforcement. This registry may be accessed by at <http://icrimewatch.net/ohio.php> . **Unlawful use of the information for purposes of intimidating or harassing another is prohibited and willful violation may be punishable as a Class 1 misdemeanor.**

Alcohol and Drugs

1. **Alcoholic Beverages**: Chatfield students and employees are expected to be familiar with the policies governing alcoholic beverages as described in the Student Handbook (students), the Faculty Handbook (faculty), and the Staff Handbook (staff), and to abide by Ohio State laws prohibiting serving alcoholic beverages to anyone under 21.
2. **Illegal Drugs**: Chatfield students and employees are expected to be familiar with the policies governing illegal drugs as described in the Student Handbook (students), the Faculty Handbook (faculty), and the Staff Handbook (staff).
3. **Drug and Alcohol Abuse Programs**: Chatfield students and employees are expected to be familiar with the programs for drug and alcohol abuse described in the Student Handbook (students), the Faculty Handbook (faculty), and the Staff Handbook (staff).

Student Alcohol and Substance Abuse Policy³

Chatfield College is committed to providing an opportunity for the individual student to recognize and achieve his/her potential and to acquire the self-discipline necessary for the realization of educational goals. Attaining these goals relies on the development of the total person, including the physical and psychological health and well-being of the student. Therefore, Chatfield College has implemented an alcohol and substance abuse policy not only to comply with the Drug-Free Schools and Communities Act Amendments of 1989, but also with the 45 intention of safe-guarding the mission of the College and the aspirations of its students. Students must comply fully with all federal, state, and municipal regulations regarding alcohol, drugs or controlled substances. The unlawful manufacture, distribution, dispensation, possession, or use of any controlled substance or illegal drug is prohibited at Chatfield College. This includes the St. Martin and Findlay Market Campuses, and any venue on or off-campus that hosts the college's programs and activities. At certain sanctioned college functions, alcoholic beverages may be authorized, but will be monitored. Any infraction of this policy by any member of the Chatfield College community will be dealt with according to the disciplinary procedures outlined in the Faculty, Staff, and Student Handbooks

1. As stated in the Student Code, unlawful use of alcohol, illegal drugs, or controlled substances are subject to disciplinary action.
2. In the event of any infraction of the laws regarding alcohol and substance abuse, assistance will be available in locating the rehabilitation program best suited to the individual.
3. Violations of municipal, state and Federal regulations will be subject to investigation by the appropriate Authorities.

Alcoholic Beverages

The possession and consumption of alcoholic beverages on campus is forbidden. Allowances are made, however, for special events for those 21 or older who receive permission from the Dean of the Campus.

³From the Chatfield College Student Handbook pp 44-48

Illegal Drugs

State and federal law forbids the possession or consumption of illegal drugs or narcotics. The sale, use, or possession or manufacture of such illegal items is strictly forbidden on campus. Infraction of this federal law constitutes a major infraction.

Health Risks Associated with Alcohol and Substance Abuse

Alcohol consumption causes a number of marked changes in behavior. Even low doses significantly impair the judgment and coordination required to drive a car safely, increasing the likelihood that the driver will be involved in an accident. Low to moderate doses of alcohol also increases the incidence of a variety of aggressive acts, including spouse and child abuse. Moderate to high doses of alcohol cause marked impairments in higher mental functions, severely altering a person's ability to learn and remember information. Very high doses cause respiratory depression and death. If combined with other depressants of the central nervous system, much lower doses of alcohol will produce the effects just described.

Repeated use of alcohol can lead to dependence. Sudden cessation of alcohol intake is likely to produce withdrawal symptoms, including severe anxiety, tremors, hallucinations, and convulsions. Alcohol withdrawal can be life threatening. Long term consumption of large quantities of alcohol, particularly when combined with poor nutrition, can also lead to permanent damage to vital organs such as the brain and liver.

Mothers who drink alcohol during pregnancy may give birth to infants with fetal alcohol syndrome. These infants have irreversible physical abnormalities and mental retardation. In addition, research indicates that children of alcoholic parents become alcoholics. (Federal Register Vol. 55, No. 159).

Recreational drugs and alcohol carry with their use a wide variety of physical and psychological effects. These can be divided into three main categories: direct, indirect, and overdose.

Direct Effects

Direct effects are those that damage bodily tissue, exclusively from use of the particular substance. Snorting cocaine, for example, causes inflammation of the nasal membranes; the use of alcohol directly damages liver tissues and thus inhibits that organ's ability to process blood.

Indirect Effects

Indirect effects are added risks or health defects the individual experiences related to drug use. Lack of sleep, loss of appetite, and disregard for personal health and hygiene are seen with stimulant use (i.e., cocaine, caffeine, and amphetamines). Any intravenous drug user is at risk of acquiring blood-borne diseases, such as AIDS or hepatitis. Sedative users (alcohol, valium, barbiturates) have slowed response time and motor deficiencies, which increase their risk of accidents and falls.

Overdose

Overdose is the most serious consequence of drug use. The heart and lungs are strong organs, but they are not meant to be tested chemically. Central nervous system depressants (alcohol, narcotics, etc.) are the riskiest drugs in terms of overdose. When two or more of these drugs are combined, their effect on the body increases until eventually the respiratory system goes into failure, which if not treated results in death. As cocaine experimentation increases, more deaths resulting from heart attack are seen. Cocaine is a central nervous system stimulant that causes the heart to race until it is out of control.

Local Alcohol and Drug Abuse Programs

In the event that a drug related problem should arise please contact the Dean or Site Director. At the St. Martin campus the assistance of The Brown County Counseling Service, and at the Over-the-Rhine Campus the assistance of The Hamilton County Alcohol and Drug Addiction Services Board, will be sought in order to help the individual(s) find the most suitable drug and alcohol counseling, treatment, rehabilitation, or re-entry program.

Faculty and Staff Alcohol and Substance Abuse Policy^{4, 5}

Alcoholic Beverages

The possession and consumption of alcoholic beverages on campus is forbidden. Allowances are made for special events for those 21 or older who receive permission from the Academic Dean. The moderate consumption of alcohol at College-sponsored events does not constitute a violation of the Substance Abuse policy.

Illegal Drugs

State and federal law forbids the possession or consumption of illegal drugs or narcotics. The sale, use, or possession or manufacture of such illegal items is strictly forbidden on campus. Failure to comply with this federal law constitutes a major infraction.

Substance Abuse

Chatfield College faculty members are required to present themselves in a mental and physical condition appropriate for work. It is the intent and obligation of the College to provide a drug- and alcohol-free, healthy, safe, and secure environment.

The use, manufactures, distribution, or possession of a controlled substance or alcohol on College premises, or while conducting college business off college premises, is absolutely prohibited. Violations of this policy will result in disciplinary action up to and including discharge, and may have legal consequences.

Chatfield College recognizes drug and alcohol abuse as a potential health, safety, and security problem. Addiction is recognized as a disease, which must be treated with both competency and compassion. Faculty members who need help to deal with substance abuse problems are encouraged to use health insurance plans as appropriate. Conscientious efforts to seek help will not jeopardize your job. For more information, contact your supervisor or the Director of Finance. See Addendum for additional information on health risks associated with alcohol and substance abuse.

First Offense: Faculty/staff members who are under the influence of *non-prescription drugs or alcohol will be transported from the workplace. They will then be required to seek professional counseling.* Failure to do so will result in termination.

Second Offense: Faculty/staff members who violate this policy a second time will again be transported from the workplace. For continued employment, they will be required to seek treatment from a certified substance abuse facility. If suitable treatment is not pursued and completed, the employee will be terminated.

⁴ From the Chatfield College Faculty Handbook pp 41-42

⁵ From the Chatfield College Staff Handbook pp 14-15

Local Alcohol and Drug Abuse Programs

In the event that a drug related problem should arise, please contact the Dean or Site Director. At the St. Martin campus the assistance of The Brown County Counseling Service, and at the Over-the-Rhine site the assistance of The Hamilton County Alcohol and Drug Addiction Services Board, will be sought in order to help the individual(s) find the most suitable drug and alcohol counseling, treatment, rehabilitation, or re-entry program.

Smoking

Smoking is prohibited in all indoor space at Chatfield College. Smoking is permitted in designated outdoor areas. If you smoke, please do not discard cigarettes, cigars, matches, etc. on the grounds. Receptacles have been provided for this purpose. The smoking policy will be adhered to out of respect for each other's health needs. Failure to comply with this policy will result in corrective action.

PH 09/26/19