AMHERST COLLEGE

Annual Security and Fire Safety Report
Calendar Year 2015

Clery Compliance Document

Police and Security Information
Crime Statistics
Fire Safety
Fire Statistics

AMENDED

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Welcome

We would like to take this opportunity to welcome you to the Amherst College community and to wish you success with your individual endeavors.

The serenity and "smallness" of Amherst College are somewhat deceptive in that they lend the impression of isolation from the outside world. However, this is merely an illusion. Amherst College is part of the real world. Unfortunately, it is very easy to become caught up in this illusion and to become oblivious to the problems of the world outside. Among those forgotten problems is crime.

Contrary to popular belief, crime does exist at Amherst College. Members of the community are rudely awakened to this reality when they find themselves victims. Often the comment of these victims is the same: "I didn't think things like this happened here!"

Under the requirements of the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, certain crime statistics and policies are mandated to be published. Amherst College supports this initiative and makes every effort to make this information easily available. An informed community is a safer community!

The responsibility of crime prevention does not rest solely with the police; it is shared jointly by you and all other members of the College community. In fact, your involvement is the most important factor in crime prevention. The success of prevention depends largely on your following sound security practices and recognizing and immediately reporting suspicious or criminal activity.

Remember, the potential for crime does exist, but in following the suggestions outlined in this document you can substantially reduce the probability of becoming a victim.

Your Police Department

The Police Department is staffed by twelve full-time officers, a Community Service Officer, the Chief of Police and a Deputy Chief. The department also employs part time police officers and part time community service officers. Other professional staff includes four full-time and several part-time dispatchers. All Police Officers are sworn police officers and exercise full police powers, including the authority to arrest, on all properties owned and used by Amherst College. Police officers are also sworn as Hampshire County Deputy Sheriffs to assist and support local law enforcement in environs around the campus. The officers receive law enforcement training from the Municipal Police Training Committee, and the Massachusetts State Police Academy as well as on campus in-service training. The Police Department maintains a direct telephone line contact with the Amherst Police and Fire Departments.
The Department maintains a close working relationship with the Amherst Police Department and routinely exchanges information relative to criminal activity. It is the general policy of the Amherst College Police Department to promptly share all serious crimes with the local police. The Amherst College Police and the Town Police have a written memorandum of understanding regarding the investigation of crimes. The Amherst College Police Department also works closely with other college police departments in the area to exchange information relative to criminal activity.

The Amherst College Police Department is responsible for keeping the peace and enforcing public laws and College regulations. Although the Police Department performs many services, its main function is protecting the lives and property of members of and visitors to the College community. This is accomplished through the use of armed, radio-equipped officers who patrol the campus on foot, by bicycle, by motorcycle and in cruisers 24 hours a day. The Department also provides first responder assistance for reports of fire, medical emergencies, and criminal activity. Fire alarm and intrusion alarm signals are received at the Dispatch Center through a computerized alarm processing system.

The Police Department maintains offices in the Service Building which is open 24 hours a day. The police dispatcher can be reached 24 hours a day, seven days a week, by telephoning the following numbers:

(413) 542-2111 Emergency—This number is restricted to calls of an emergency nature, i.e., fire, medical emergency, suspicion of criminal activity, etc.

(413) 542-2291 Police Business Line—This number is for calls of a non-emergency or routine nature, i.e., motor vehicle registration information, lost or found property information, etc.

All on campus telephone calls received at the Dispatch Center indicate the phone number from which the call is initiated.

Other Campus Security Authorities (CSA)

A campus security authority is a campus police or security official or other official with significant responsibility for campus and student activities. A CSA has responsibilities under Clery to report information for timely warnings and crime statistics. At Amherst College, other than police department staff, CSAs include; Student Affairs Staff, Title IX team members, Athletic Department Staff, Residence Counselors, Faculty or Staff Advisors to student groups, and anyone who is identified as someone to whom crimes should be reported or if they have significant responsibility for student and campus activities.
Professional Standards

The Police Department’s relationship with the community and ensuring that we provide quality service is vital to achieving our overall mission of a safe campus. All members of the Amherst College community can expect to be treated in a courteous and professional manner by members of our department. We also wish to recognize instances where our employees have been especially helpful or have exceeded your expectations in the service they provided.

Much of the quality of our service is dependent on feedback from the community. The department has an extensive professional standards process in place to address concerns and compliments.

All members of the Police Department should be willing to accept a written statement from the community to be forwarded to the appropriate supervisor.

Please help us maintain our quality service by bringing compliments and concerns to our attention through the following channels:

- Speak to the on-duty police supervisor (this may be a Sergeant or Officer-in-Charge) at the police station in the Service Building
- Call and speak with, or email, the Deputy Chief of Police who oversees Professional Standards investigations
- Address written correspondence to: Chief of Police, Amherst College Police Department, PO Box 5000, Amherst, MA 01002-5000

Providing a Safe Environment

- Crime Log and Annual Security and Fire Safety Report Availability
- Timely Notice
- AC ALERT
- Emergency Response Procedures
- Access to Facilities
- Maintenance of Campus Facilities
- Medical Transportation/ACEMS
- Contacting Amherst College Police/Reporting Crimes
- Confidential Reporting
- Sale or Use of Illegal Drugs or Alcohol
- Weapons on Campus
- Crime Prevention and Community Outreach Programs
Crime Log and Annual Security and Fire Safety Report Availability

In compliance with Massachusetts' Open Police Log statute and the requirements of the Jeanne Clery Disclosure Act, there is a public police log and a Clery crime/fire log, available 24 hours a day, of all reported incidents and crimes, at the Amherst College Police Offices located at 6 East Drive. On a regular basis, the Crime Log is published in the Amherst College student newspaper. Amherst College provides an electronic link to an annual report to all students and employees and to prospective students and employees upon request. Current statistics may be found in the last segment of this document. A printed document will be provided without charge to anyone who requests one. Personally identifying information about victims is excluded from the public logs and ASR.

Timely Notice (Crime Alert)

The Police Department notifies the College community concerning any incident or crime that poses a serious or continuing threat to the community's safety and welfare by issuing Crime Alerts. The Chief of Police or designee assesses each reported crime to determine if a serious or ongoing threat to the Amherst College community exists. If a threat exists, the Chief or designee in the Police Department writes and distributes the crime alert. Police Department personnel may consult with the Chief Communications Officer, the Chief Student Affairs Officer, the Chief Policy Officer and General Counsel and/or the Chief of Campus Operations, if time permits. Crime Alerts (intended to meet the requirements of the timely warning notice provision of the Clery Act) are distributed through the standard email distribution system, to advise the community and the public of a serious or continuing threat to their safety. Crime Alerts may also be posted by police and residence life in dormitories and academic/administrative buildings, if the email system is unavailable or if deemed appropriate by the Chief or designee of ACPD.

<table>
<thead>
<tr>
<th>System to use</th>
<th>Primary Message Creator</th>
<th>Backup Message Creator</th>
<th>Authority for approving &amp; sending messages</th>
<th>Primary Message Sender</th>
<th>Backup Message Sender</th>
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<tbody>
<tr>
<td>Campus Wide Email</td>
<td>Chief of Police</td>
<td>Deputy Chief of Police &amp; Sergeants</td>
<td>Chief of Police or designee</td>
<td>Chief of Police</td>
<td>Deputy Chief of Police &amp; Sergeants</td>
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<td>Flyers</td>
<td>Chief of Police</td>
<td>Deputy Chief of Police &amp; Sergeants</td>
<td>Chief of Police or designee</td>
<td>Chief of Police</td>
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The ACPD typically issues/posts Crime Alerts for incidents of:

- Murder/Non-Negligent Manslaughter
- Aggravated assault (cases involving assaults among known parties, such as two roommates fighting which results in an aggravated injury, will be evaluated on a case by case basis to determine if the individual is believed to be an on-going threat to the larger AC community)
- Robbery
- Sexual Assault (considered on a case by case basis depending on the facts of the case, when and where the incident occurred, when it was reported, and the amount of information known by the Amherst College Police Department)
- Major incidents of arson
- Other crimes as determined necessary by the Chief of Police, or his designee in his absence

**Immediate Notification - AC ALERT**

It is the policy of Amherst College to provide, without delay, immediate notification to the community upon confirmation of an incident or emergency that poses an immediate threat to the health or safety of the AC community.

Amherst has implemented a Mass Notification system, Everbridge, Inc., a service that allows College officials to reach students and staff with time-sensitive information during unforeseen events or emergencies.

The system uses voice, e-mail and text messaging to broadcast pertinent information and, when appropriate, provide directions to those in the affected area(s). The College has also installed an outdoor auditory siren system to use in conjunction with Everbridge. Additionally, the Amherst College main webpage ([www.amherst.edu](http://www.amherst.edu)) may be used to provide emergency notification information.

Amherst College has created policy defining when the Mass Notification system will be used, without delay and taking into account the safety of the community, determine the content of the notification and initiate the notification system unless such notification will, in the professional judgment of responsible authorities, compromise efforts to assist a victim or to contain, respond to, investigate or otherwise mitigate an emergency.

Those titles that may authorize and make the decision to distribute and activate an Emergency Mass Notification include:

A. President
B. Chief Diversity Officer
C. Chief Financial Officer
D. Chief Student Affairs Officer
E. Dean of Faculty
F. Dean of Admission and Financial Aid
G. Chief of Campus Operations
H. Chief of Staff
The following positions are authorized to develop and initiate the immediate (emergency) notifications to the community:

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<tr>
<td>PRIMARY</td>
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<tr>
<td>Text Message (AC-Alerts)</td>
<td>Chief of Police</td>
<td>Chief Communications Officer, Director of Media Communications and Designee in ACPD</td>
<td>Chief Communications Officer, Director of Media Communications and Designee in ACPD</td>
<td>Chief of Police</td>
<td>Chief Communications Officer, Director of Media Communications and Designee in ACPD</td>
</tr>
<tr>
<td>Emergency Mass Communication (AC-Alert)</td>
<td>Chief of Police</td>
<td>Chief Communications Officer, Director of Media Communications and Designee in ACPD</td>
<td>Chief Communications Officer, Director of Media Communications and Designee in ACPD</td>
<td>Chief of Police</td>
<td>Chief Communications Officer, Director of Media Communications and Designee in ACPD</td>
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<tr>
<td>SECONDARY</td>
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<td>Outdoor Warning System</td>
<td>*</td>
<td>*</td>
<td>Both Chief of Police, Designee in ACPD, and Office of Public Affairs</td>
<td>Dispatcher</td>
<td>N/A</td>
</tr>
<tr>
<td>Campus Wide Email Broadcast (All User Email)</td>
<td>Chief of Police</td>
<td>Chief Communications Officer, Director of Media Communications and Designee in ACPD</td>
<td>Chief Communications Officer, Director of Media Communications and Designee in ACPD</td>
<td>Chief of Police</td>
<td>Chief Communications Officer, Director of Media Communications and Designee in ACPD</td>
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<tr>
<td>Website</td>
<td>Director of Media Communications</td>
<td>Chief Communications Officer</td>
<td>Chief Communications Officer</td>
<td>Director of Media Communications</td>
<td>Chief Communications Officer</td>
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<td>Fire Alarm System (to communicate the need to evacuate the building)</td>
<td>*</td>
<td>*</td>
<td>ACPD staff member or Environmental Health and Safety</td>
<td>ACPD Staff Member</td>
<td>Environmental Health and Safety</td>
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</table>

*System does not require development of a message.

- The person listed above who creates and initiates the notification will determine the appropriate segment or segments of the community to receive the message.
- Some or all of the systems listed above will be used to communicate follow-up information to the AC community.
- Members of the larger community, such as neighbors, can use the website to receive updated information about an emergency on campus.
- When at all possible, the authorized individual considering an emergency notification shall attempt to consult with another colleague from the list of individuals authorized to make a decision to distribute an immediate (emergency) notification to the community to confirm the need for an immediate notification to the community. Certain emergencies will preclude consultation. There may be times when timeliness (time of day, immediate need to know) is more critical than inclusion and consultation.
- Mass notifications may use any combination of methods and most notifications require the use of the some or all of the AC-Alert system, but do not necessarily require the use of the outside audible horn.

**Emergency Response Procedures**

The Amherst College Emergency Action Plan includes information regarding shelter and secure-in-place and evacuation guidelines. In conjunction with other emergency agencies, the College conducts numerous emergency response exercises each year, to include table top and field exercises. Semi Annual Emergency Notification System Drills are also conducted. These tests are designed to assess and evaluate the emergency response plans and capabilities of the institution. These tests may be announced or unannounced.

Amherst College Police Officers have received training in Incident Command and Rapid Response. General information about the emergency response and evacuation procedures is publicized each year as part of the College’s Clery Act compliance efforts and is available on the AC Emergency Preparedness website. [https://www.amherst.edu/emergency/emergency-preparedness](https://www.amherst.edu/emergency/emergency-preparedness).
The College tests the Mass Notification system on a semester basis, or twice annually. In 2015, the system was tested on April 15th and November 10th. The date of the test was announced, but not the time.

**Emergency Evacuation**

In the event that it becomes necessary to evacuate a building, the fire alarm may be used to notify occupants. When the fire alarm sounds, persons should proceed quickly and calmly to the nearest exit. Each residence hall and some special use buildings have posted evacuation plans and predetermined areas of re-assembly. Amherst College policy prohibits re-entry into a building until instructed to do so by a police officer or fire fighter. In addition, Amherst College has plans for re-location to areas of shelter on campus for extended evacuations. Amherst College in collaboration with the other campuses in the Five College, Inc. has agreements and plans of mutual aid for relocation of residents should shelter be needed off campus.

**Securing/Shelter in place**

Securing/sheltering in place may be the protective action recommendation for several emergencies with differing risks, and because sometimes the initial recommendation is to secure/shelter in place followed by relocation, there is no single set of secure/shelter in place procedures. Based on the type of emergency, such as Tornado, Hostile Intruder, or Hazardous Material Release Outside, you should consult each relevant section for guidance.

Emergencies change as they progress. The questions to ask yourself are:

- Am I safer inside or outside?
- Where am I safest inside?
- Where am I safest outside?

**Security of and Access to Facilities**

The campus and facilities of the College are restricted to students, faculty, staff, guests and invitees of the College, except when all or part of the campus is open to the general public for a designated purpose and time. Guests of students must stay in the student's room or a guest bedroom in one of the dormitories.

All residential, academic and administrative buildings are routinely patrolled and are locked at designated times throughout the academic year. Most facilities are kept locked, and both key and electronic card access are restricted to individuals who obtain authorization. Residential Halls are locked twenty-four hours a day.

Individuals found on campus without a legitimate purpose are issued trespass warnings and directed to leave campus; failure to comply with a warning will result in arrest.
Each year, the Amherst College Police Department offers training to all students, faculty and staff. This training includes the department’s services, legal authority, tips on reporting to the police, environmental health and safety, as well as maintaining security of self and property. These trainings can be customized to each group and their location.

**Maintenance of Campus Facilities**

Amherst College is maintained in a manner that is intended to minimize unsafe conditions. The Amherst College Facilities Department maintains all safety and security systems on campus, including locks, doors, window screens, lights, fire safety and life safety measures. Any deficiencies should be reported as soon as possible to the Facilities Service Center.

Campus telephones are located throughout the campus so that emergencies, requests for assistance or incidents of suspicious activity can be easily reported.

Amherst College continuously strives to provide a safe and comfortable environment for the College community. On a regularly scheduled basis, the police conduct thorough inspections of locks on all residence halls and individual rooms.

**Medical Transportation**

The Police Department provides transportation for medical purposes to the Amherst College Student Health Center, Ambulatory, Employee, Industrial, Occupational Urgent Health Care (AEIOU) or to the University of Massachusetts Health Center when the Amherst Student Health Center is not in operation. Transportation to other medical facilities is not available unless unusual circumstances require it. Emergency care and transportation is provided by the Amherst Fire Department Ambulance.

**EMT On-call Program**

This student organization provides emergency medical care to the Amherst College community and is on call around the clock when school is in session. Student EMTs respond to all health related emergencies on campus and can be reached by calling the emergency number 413-542-2111.
Contacting the Amherst College Police: How to Report a Crime or Emergency

The Police Department encourages you to report suspected crimes as promptly and as accurately as possible. Only through your help in promptly reporting criminal activity can the College take effective action to prevent crime and provide timely warnings of possible danger to the community and to include the required reported criminal offenses in the annual statistical disclosure.

Criminal offenses that may trigger a Timely Notice (Crime Alert) or an immediate notification (AC-Alert) must be reported to the Amherst College Police Dispatcher for appropriate action.

If you need to report a crime or other emergency, you should call the emergency telephone number of the Police Dispatch Center. The Police Dispatch Center can be reached for emergency response, 24 hours a day, seven days a week, every day of the calendar year by dialing (413) 542-2111.

All crimes should be reported to the Police Department.

Confidential Reporting Option

If you are the victim of a crime and do not want to pursue action within the College System or the criminal justice system, you may still want to consider making a confidential report.

Anonymous reports may be made by phone at 888-497-1022 or through a web page at www.amherst.ethicspoint.com. Both give you the means to enter detailed information if you have it. While the service can be used to collect many different types of information, all reports will go to the Title IX Coordinator to be redirected if appropriate.

The purpose of a confidential report is to comply with your wish to keep the matter confidential, while taking steps to ensure the future safety of yourself and others. With such information, the College can keep an accurate record of the number of incidents involving students, determine where there is a pattern of crime with regard to a particular location, method, or assailant, and alert the campus community to potential danger. Reports filed in this manner are counted and disclosed in the annual crimes statistics for the institution.

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

The rulemaking committee defines counselors as:

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

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

SEE IT……HEAR IT……REPORT IT

Response to a Report

Dispatchers are available 24 hours a day to answer your calls. In response to a call, ACPD will take the required action, either dispatching an officer or asking the victim to report to ACPD to file an incident report. All reported crimes will be investigated by the College and may become a matter of public record. All ACPD incident reports involving students are forwarded to the Student Affairs Division for review and referral to the Associate Dean of Students and Director of Conduct and Community Standards for potential action. As appropriate ACPD officers will investigate a report when it is deemed necessary. Additional information obtained via the investigation will also be forwarded to the Associate Dean of Students and Director of Conduct and Community Standards. If assistance is required from the local Police Department or the local Fire Department, ACPD will contact the appropriate unit. If a sexual assault or rape should occur, staff on the scene, including ACPD, will offer the victim a wide variety of services.

Sale or Use of Illegal Drugs or Alcohol and Associated Risks

Amherst College complies with, and will enforce, all federal and state laws which prohibit the use, sale, and possession of illegal drugs. Further, Amherst College will enforce Massachusetts laws regarding underage drinking as well as laws pertaining to the illegal possession, use and sale of alcoholic beverages. The sale or use of illegal drugs or alcohol is subject to College discipline as well as criminal prosecution. The College will not shield any student, faculty member, employee or visitor from action by law enforcement agencies, including Amherst College Police. Information regarding the College's sanctions concerning alcohol and drug violations can be found in the Student Handbook or Staff Handbook. Please refer to your copy for specific State Law and College Policy information. You will be held accountable for the information found in the Handbook, so you should read it carefully and call the Office of Student Affairs, Amherst College Police or the Human Resources Office with any questions.

In addition to disciplinary consequences, there are a number of safety issues directly related to drug and
alcohol consumption. The use of these substances will cause impaired judgment, which can lead to vulnerability or poor decision making. It is extremely common for drugs or alcohol to be factors in date rape or acquaintance rape incidents. Operating a vehicle while impaired by drugs or alcohol is not only a serious criminal offense, but poses a threat to your personal safety and the safety of others in the community as well. Drugs and alcohol can give rise to conduct which causes injury, death or damage to the user/abuser or to the person or property of others. As mentioned previously, the effects of drugs and alcohol will often lead to unsafe consensual or non-consensual sexual relations.

The Amherst College Police Department encourages the student body to make educated and responsible decisions regarding drug and alcohol use. To facilitate this decision making, we have added information regarding the health risks involved in drug and alcohol abuse, and the resources available to assist a person who may be struggling with these problems on our campus, to this brochure. This information is designed and compiled to assist you in making decisions that protect your personal safety. Please read it carefully.

**The Effects of Drugs on Your Body**

**Narcotics** (Heroin)
- Initial euphoria followed by drowsiness and nausea
- Constricted pupils, watery eyes, dazed appearance
- Highly addictive
- Signs of overdose or prolonged use include: slow shallow breathing, clammy skin, loss of appetite and weight and possible death.

**Depressants** (Barbiturates, Tranquilizers)
- Addiction
- Relaxed muscles, calmness, drowsiness
- Confusion, disorientation, slurred speech
- Signs of overdose or prolonged use include: shallow breathing, clammy skin, weak and rapid pulse, coma and possible death.

**Stimulants** (Cocaine, Methamphetamine)
- Addiction
- Increased heart rate and respiratory rate
- Elevated blood pressure
- Decreased appetite, weight loss
- Blurred vision, dizziness, insomnia, anxiety
- Impaired decision making
- High doses can cause physical collapse, irregular heartbeat, stroke and possible death.

**Hallucinogens** (LSD, PCP, Mushrooms)
- Hallucinations
- Confusion, panic, anxiety, depression and poor perception of time and distance
- Respiratory failure
- Death due to careless behavior.

**Cannabis** (Marijuana, Hashish)
- Increase in heart rate, bloodshot eyes, dry mouth and throat, increased appetite
- Interferes with memory, speech, coordination, motivation, and perception of time
- Increased risk of lung cancer, weakened immune system and affects to the reproductive system
- Impaired decision making which can lead to harm or death.

The effect that any drug has on the human body has a lot to do with how it is ingested. The method in which the drug enters your body can add new risks and health concerns above and beyond those associated with the drug itself. Many drugs are taken through the digestive system in a pill or added to a food, others however, are inhaled or injected. Inhaling a drug is dangerous because you are replacing the oxygen that your body needs with a harmful substance. Inhalation can happen through smoking, snorting or "huffing." Huffing is a method involving the inhalation of solvents or other volatile substances directly from the container or from rags that have been soaked in the substance. This is an extremely dangerous practice and can often result in brain damage or death. When a drug is injected, it enters the body through your blood stream, thus carrying it throughout your entire body very quickly and doing a lot of damage in the process. Injecting drugs risks health problems associated with blood borne infections such as hepatitis and HIV.

**The Effects of Alcohol on Your Body**

- Impairment of brain function, judgment, alertness, coordination and reflexes
- Attitude and behavioral changes such as uncharacteristic hostility or increased risk taking
- Inability to safely operate a vehicle
- When combined with other drugs, alcohol can intensify or alter the effect of the drug, cause nausea, sweating, severe headaches, convulsions and overdose
- Addiction or chemical dependency
- Memory blackouts
- Uncharacteristic family, school, work, legal problems
- Health problems such as cirrhosis of the liver
- Birth defects and mental retardation in user's children.

**Drug and Alcohol Abuse Education Programs**

The college provides services and resources for community members who experience alcohol and drug-related difficulties. The complete Drug Free Schools and Community Act policy can be viewed at the [https://www.amherst.edu/offices/student-affairs/community-standards/student-code-of-conduct](https://www.amherst.edu/offices/student-affairs/community-standards/student-code-of-conduct).

The school provides training about the consumption of drugs and alcohol for students through the Health Education Director.

The following are included in these programs:

- During first year orientation, education is through various role play activities, dorm workshops, passive education, and the advising of substance-free housing.
- The electronic alcohol education program, e-Check-up-to-go, was required for all entering students. All first-year students (480) completed the program.
- Twelve Student Health Educators (SHEs) facilitated nine dorm talk workshops, reaching 253 first year students.
A “Safe Homecoming” campaign was conducted with a booth sponsored by SHEs where snacks, cider, and water were distributed along with cards giving safe partying tips.

Passive education materials were designed by SHEs, distributed in the residence halls, and at parties. Issues included blackout drinking, sobering up, social norms on actual use of alcohol from survey statistics, and drink equivalents. The latter was highlighted in a video on making party punch safer.

The Health Education Director educated Admitted Students during overnight visits, and SHEs performed skits for the admitted students’ dessert.

SHEs also created educational fliers for upper class students discouraging them from inviting the pre-frosh to parties.

The Health Education Director participates on Parent panels for Admitted Students, reaching over 100 parents.

The Health Education Director coordinated and funded the consultant who provided Brief Alcohol Screening and Intervention for College Students (BASICS) for students referred by the conduct dean and others in Student Affairs. This year, 31 students went through the two-session BASICS program, for a total of 57 classes throughout the year. Some students attend a higher level of BASICS training after the first session.

The Health Education Director advised the Health and Wellness housing, located in Valentine Dormitory.

The Health Education Director participated in the 7 College Alcohol and other Drug Committee.

Resources

Amherst College Counseling Center
During regular business office hours or after hours—(413) 542-2354. If you contact this number outside of business hours, it will connect you with a licensed mental health counselor by phone.

Amherst College Health Services
(413) 542-2266 (UMass Health Services is available after regular business hours at (413) 577-5000.

The State of Massachusetts Office of Alcohol and Drug Education and Services
A wide range of information regarding laws, health effects and penalties is available through this office. They can be contacted at (413) 748-3345.

Administrator on Duty (Student Affairs)
The Administrator on Duty can be contacted through the Amherst College Police Dispatch Center at (413) 542-2291.

Weapons on Campus

The General Laws of the Commonwealth of Massachusetts prohibit the possession of the following, on the campus of any college or university: any firearm, stiletto, dagger, dirk knife, any knife having a
doubled-edge blade, a switch knife or any knife having an automatic spring release which has a blade of over one and one-half inches, a sling shot, black jack, metallic knuckles or knuckles of any substance with a similar effect as metallic knuckles.

Only Amherst College Police Officers and other law enforcement officers are authorized to possess firearms on campus. The possession or storage of any dangerous weapon on Amherst College property is unlawful and may lead to judicial/criminal action against offenders.

The Commonwealth also requires anyone possessing a rifle or shotgun to have on his/her person either a Massachusetts Firearms Identification Card or a Massachusetts License to Carry a Firearm. Firearms Identification Cards and Licenses to Carry a Firearm can be obtained by application to the Chief of Police of the Massachusetts municipality in which you reside. Out-of-state students should be cautioned that they must be in possession of a Massachusetts Firearms Identification Card or License to Carry a Firearm before bringing a firearm into the Commonwealth. Out-of-state students are also advised to become familiar with the firearm regulations of any state through which they travel before attempting the interstate transportation of a firearm. Pellet guns, BB guns and Mace or Pepper Spray are prohibited by law on campus. Replica guns and paintball guns are prohibited by policy.

The Commonwealth of Massachusetts firearms laws are strictly enforced. In Massachusetts, conviction for the illegal possession of a firearm carries a mandatory one-year jail sentence.

The College will also take judicial action against students who possess firearms on campus.

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**Crime Prevention and Security Awareness Programs**

The Amherst College Police Department is committed to a pro-active approach, which enables us through education, police presence and community awareness to stop many potential incidents before they occur. It is with the cooperation of our community and the integration of our Security Awareness and Crime Prevention Community Outreach efforts that we have created a partnership between police and community members. This partnership enables us to unite our efforts and encourages each member of our community to take an active role in their own safety and the safety of others.

The police conduct the following crime prevention and security awareness programs:

- provide training to new employees and requesting departments for crime prevention, security awareness, as well as Environmental Health and Safety
- offer Basic, Advanced, and Keychain R.A.D. (Rape Aggression Defense) classes to students, staff and faculty. This is an opportunity to gain empowerment and education as well as self defense technique training. (4 times in 2015, 4 times in 2014 and 4 times in 2013)
- staff information and resource tables at the Campus Center, where we provide safety and security information as well as promote our
self-defense and alcohol awareness programs and activities. (once each semester)

- conduct public speaking and crime prevention programs at community forums about issues such as hate crimes, alcohol awareness, sexual assault, relationship violence or general safety.
- are active in the training of Residential Counselors and Peer Advocates of Sexual Respect.
- supervise Student Security employees. Our Student Security program is supervised by a police sergeant who coordinates hiring as well as training and scheduling for the student security staff. (weekly)
- are involved in meetings and task forces throughout College and Town committees such as the town's Community Policing Partnership, the Five College Sexual Assault Task Force, the Amherst College Alcohol and Other Drugs Task Force and Sexual Assault Committee, and the Security Advisory Committee. (8 times a year)
- are assigned to the District Attorney’s Domestic Violence Intervention Program (4 times a year)
- work with student organizations such as the Women's Center and the LBGTA to discuss issues which are of particular concern to these groups and to identify ways in which our department can provide the safest possible environment for every member of our community.
- post notices and posters about fire safety, room security and local alcohol and noise ordinances which may affect our students.
- conduct alcohol awareness training using the Fatal Vision Goggles program to raise awareness about alcohol and impairment.
- make available to members of the college community Operation Identification engraving tools at no cost. Operation Identification allows members of the community to engrave numbers or owner recognized numbers on their computers, stereo equipment, bicycles or other valuables. (Constant)
- offer bicycle registration that is highly publicized and enables students to have their bicycles engraved and documented by an Amherst College Police Officer. Additional information about bicycle safety and security is also provided. (Constant)
- offer a laptop registration program (Constant)
- maintain emergency telephones located throughout the campus and a list of these locations is provided in the campus directory as well as on this document.
- distribute pamphlets about all types of crime and crime prevention issues at outreach events and in our office area.
- create and distribute Crime Alerts when a specific safety issue arises and requires public notification.
- will, upon request of the individual departments, give specific crime prevention and safety talks to staff members in their facilities.

- provide safety escort rides to and from on campus locations and the University Health Center during hours of darkness when personal safety is a concern.
- monitor the College’s electronic access security system, which is located in all residential halls and many academic and administrative buildings.

In addition,
The first floor and fire escape access windows on our residential halls are outfitted with security screens
that make it less likely that an intruder could gain access to those rooms through the window. Students are offered the option of having a "peep hole" installed in the door to their rooms so that they can identify who is outside before they open the door.

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**Active Shooter**

Video Link [https://www.amherst.edu/offices/campus_police/active_shooter](https://www.amherst.edu/offices/campus_police/active_shooter)

RUN-----HIDE-----FIGHT

Quickly determine the most reasonable way to protect your own safety. Students and visitors are likely to follow the lead of faculty and staff during an active shooter situation. Always flee first and hide second when possible.

1. **Evacuate**
   a. Have an escape route and plan in mind
   b. Keep your hands in plain sight
2. **Hide out**
   a. Hide in an area out of the shooter’s view
   b. Lock the doors—most classrooms and lecture halls can be locked. All offices and residence hall rooms can be locked.
   c. Blockade doors
3. **Fight back**
   a. As a last resort and only when your life is in danger
   b. Attempt to incapacitate the shooter

**Call law enforcement when you safely may do so.**
Amherst College Police (413) 542-2111 or Ext 2111
Amherst Police (413) 259-3000 or 9-1-1
Massachusetts State Police (413) 585-3000 or 9-1-1

What to do when law enforcement arrives:

- Remain calm and follow officers’ instructions
- Immediately raise hands and spread fingers wide
- Keep hands visible at all times
- Avoid making sudden movements towards police or grabbing them
- Do not stop officers to ask for assistance or directions in evacuating; just proceed to the area from which officers are entering
- If possible provide law enforcement with the location, number, and description of the shooters

*Make the Amherst College Police a speed dial function on your cell phone.*
*Seconds count in emergencies*
Emergency Telephone Locations

There are a number of emergency telephones located around the campus to facilitate the reporting of crimes or to request assistance from the police. The telephones are identified by a blue light and direct dial the police when the emergency button is pushed. Telephones are located in the following areas:

ALUMNI GYM main entrance
ALUMNI GYM rear east side entrance
ALUMNI PARKING LOT center of lot closest to Cohan
CADIGAN RELIGIOUS CENTER main entrance
CHARLES PRATT between Charles Pratt and Seeley Mudd
CONVERSE PARKING LOT near bus stop
FACILITIES at front entrance
FAVERWEATHER QUAD on pole between Chapin and Fayerweather
FROST LIBRARY at entrance
GOODING FIELD Walkway
HILLS PARKING LOT on gray barn
HILLS PARKING LOT at College Street Entrance
JOHNSON CHAPEL on quad side of the building
JOHNSON CHAPEL on the west side of the building
KEEFE HEALTH CENTER on west side by Moore
KIRBY THEATER near the walkway to Appleton
MARSH DORM WALKWAY between Marsh and Lessey Street
MEMORIAL HILL at top of hill
MERRILL SCIENCE between Merrill Science and Campus Center
MOORE DORMITORY College Street side by Valentine
MUSIC BUILDING College Street side by lot entrance
NEWPORT HOUSE Northampton Road side by the sidewalk
O'CONNELL PARKING LOT on gray barn
PLIMPTON on walkway from Lessey Street
PRATT FIELD field house
TENNIS COURTS near northeast corner
TENNIS COURT LOT at northeast entrance
WEBSTER CIRCLE near College Street
WHALEN HOUSE rental housing parking lot near softball field
Operation Identification

Operation Identification is a nationwide crime prevention program. The program involves the permanent marking of valuables with a unique number, symbol or combination, recording of identification information, and affixing a decal warning potential thieves that the property is registered with the police. This program not only deters theft by making stolen property more difficult to sell and easier to identify, but also expedites insurance claims in the event of a loss.

The program is open to all members of the Amherst College community, and all students, faculty, and staff are encouraged to participate.

The program works as follows:

- Come to the Amherst College Police offices during business hours and you will be provided with the following:
  - An electric engraver and/or diamond pen. You will be required to sign for these items and to return them within three days.
  - A property inventory sheet on which you record identification information for each item of value.
  - Operation Identification warning decal(s) which can be affixed to the entrance(s) of your residence.
  - Engrave your number on all moveable items of value.
  - Methodically inventory the contents of each room and record pertinent identification information on the property inventory sheet.
  - Return the electric engraver and/or diamond pen, along with your completed inventory sheet to the police offices. The property sheet will be kept on file for your future reference in case of loss.

Student Security/Safe R-I-D-E

The Police Department employs Amherst College students in various paid, non-sworn capacities for clerical and security duties. Any student interested in these positions should visit the Amherst College Police Department Monday through Friday 7:00 AM to 3:00 PM.

Student Security

Student Security members are trained to provide party monitor services and crowd control for registered student events. They ensure security of the building used for the event and are equipped with two-way radios to immediately report any suspicious or criminal activity.

Safe R-I-D-E

Safe Ride operates between the hours of 7:00 PM and 2:00 AM and provides lockout services and safety escorts for on-campus locations to Amherst College community members. Safe R-I-D-E can be reached by calling R-I-D-E (x7433).
Policies Regarding Sexual Assault, Dating or Domestic Violence and Stalking

The College has established a prescribed procedure to assist and support all campus community members who experience sexual assault. Amherst College Police will assist victims of sexual assault, upon request, in obtaining medical treatment, counseling, support and police services (both local police and ACPD). The College offers educational programs on sexual assault, to promote the awareness of rape, acquaintance rape, forcible and non-forcible sex offenses, and sexual harassment through its Sexual Respect Educator who is available to students for individual consultation and referral. All first year students also receive specific bystander training during their orientation.

The Title IX team conducts trainings throughout the campus for departments in an effort to reach all new and existing faculty and staff members. This training includes bystander intervention training. The Amherst College Police Department also receives training in accordance with the Violence Against Women Act in responding to Domestic Violence, Stalking, and Sexual Assaults. Amherst College prohibits the crimes of dating violence, domestic violence, sexual assault, and stalking.
The College’s Procedures Related to the Specific Offenses of Sexual Assault, Dating Violence, Domestic Violence, and Stalking

The following procedures will be conducted by campus officials who receive annual training on issues related to domestic violence, dating violence, sexual assault, and stalking (including how to conduct a hearing process that protects victim safety and promotes accountability), and will provide prompt, fair, and impartial investigation and resolution.

<table>
<thead>
<tr>
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<td>The College may impose the full range of disciplinary sanctions, see the Sanctions section of the Student Handbook here, <a href="https://www.amherst.edu/offices/student-affairs/community-standards/student-code-of-conduct">https://www.amherst.edu/offices/student-affairs/community-standards/student-code-of-conduct</a>, up to and including expulsion, on students who are found responsible for infractions involving sexual harassment, sexual assault or other sex offenses. Students who are considering bringing such complaints should speak with the Associate Dean/Director of Conduct and Community Standards in the Office of Student Affairs.</td>
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<td>As specified in the Code of Conduct, in cases involving complaints of stalking, as in all cases brought to a hearing before the Committee on Discipline, both the complainant and the respondent are entitled to have the same opportunity to have others present during the proceedings, including the opportunity to be accompanied to any related meeting by an advisor of their choice. The hearing board will determine responsibility based on the preponderance of the evidence.</td>
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standard. Both the complainant and the respondent will be notified of the outcome of the campus disciplinary proceeding contemporaneously after the results are final, any changes to the results before they are final, and the appeal procedures.

Students who request assistance in changing their academic or living situation after an incident of sexual assault will receive appropriate modifications if reasonably available. Students seeking academic assistance or changes in their housing should speak with the Title IX Coordinator, who will coordinate such requests on the behalf of the student.

Amherst 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 proceeding conducted by the institution against a student who is the alleged perpetrator of such crime or offense.

### Reporting Options

We urge you to immediately report any incidents of this nature to Amherst College Police at 413-542-2111, even if you do not wish to pursue the matter further. Keep in mind that an assailant who is allowed to go unpursued is a potential future danger, not only to you but also to other members of the community. You may decline to notify local police or college police.

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Students who request assistance in changing their academic or living situation after an incident of stalking will receive appropriate modifications if reasonably available. Students seeking academic assistance or changes in their housing should speak with the Title IX Coordinator, who will coordinate such requests on the behalf of the student.

Amherst College will, upon written request, disclose to the alleged victim of a crime of stalking, the results of any disciplinary proceeding conducted by the institution against a student who is the alleged perpetrator of such crime or offense.
If you experience sexual assault, it is important that you seek medical attention. The medical exam has two goals: first, to treat the full extent of any injury of physical trauma and to consider the possibilities of sexually transmitted disease or pregnancy and second, to properly preserve evidence in case you decide to pursue criminal charges. **IMPORTANT:** do not bathe, douche, brush your teeth, drink or change your clothing, as you may be destroying evidence you will need if you decide to pursue criminal charges and it may helpful in obtaining a protection order.

Amherst will maintain your privacy at all times during the process consistent with our interest in both individual and community safety, our commitment to providing an environment free from sex and gender discrimination, and as required by the General Laws of the Commonwealth of Massachusetts. If you wish to report information concerning a sexual assault anonymously, you may do so.

Community members that experience sexual assault may also make a report to the Amherst Police Department. When you report a sexual assault, it will be your choice whether or not to file charges with the District Attorney. If you choose to file charges with the District Attorney, the Amherst College Police Department will provide support and assistance.

Acknowledging that every situation may be different, if you are faced with a threat, we encourage you to seek safety first. If you think you are being followed, you can call out for assistance and run to a lighted business or residence; enlist the assistance of a passerby or flag down a passing vehicle, break a window in a residence or pull a fire alarm. Do anything that might attract attention or summon assistance.

A stalker may be someone that
You may contact the District Attorney’s Office at 413-586-9225.

Acknowledging that every situation may be different, if you are faced with a threat, we encourage you to seek safety first. If you think you are being followed, you can call out for assistance and run to a lighted business or residence; enlist the assistance of a passerby or flag down a passing vehicle, break a window in a residence or pull a fire alarm. Do anything that might attract attention or summon assistance.

Amherst College Police Officers will notify suspects and victims of dating or domestic violence of their rights under Massachusetts Law (Ch 209A, Sec 6) and provide them in writing with a “Notice of Rights”. Amherst College Police Officers will also provide written notification of information regarding the College’s policy and procedure on dating or domestic violence.

An assailant may be someone that you know. In dating and acquaintance situations be very clear about limits. NO is NO. If you notice that your date or acquaintance is not respecting those limits, leave and call someone for assistance.

Amherst College Police Officers will notify victims of stalking/harassment of their rights under Massachusetts Law (Ch 258) and provide them in writing with a “Notice of Rights”. Amherst College Police Officers will also provide written notification of information regarding the College’s policy and procedure on dating or domestic violence.
Resources

While we recognize that a report may emerge through many sources, we encourage our students to report all sexual harassment, sexual misconduct, dating or domestic violence and stalking directly to the Amherst College Police, the Sexual Respect Educator, Title IX Coordinator, or the Associate Dean/Director of Conduct and Community Standards. These individuals will support you and provide you with information regarding options, including: grievance procedures, interim remedies, and ongoing emotional support. Campus Authorities will further assist you in reporting to the Amherst College Police, if you chose to do so. These individuals will assist in eliminating the misconduct, preventing its occurrence and addressing the effects. Modifications and protective measures are available if you request them, and if they are reasonably available. These are available regardless of whether or not you choose to report the crime to the Amherst College Police.

Amherst will seek to maintain your privacy at all times during the process consistent with our interest in both individual and community safety and our commitment to providing an environment free from sex and gender discrimination. All college employees who become aware of an incident of sexual misconduct will notify the appropriate college personnel as identified below.

No Contact Orders

The Amherst College Office of Student Affairs may be able to establish a “no contact order” for incidents that occur between two students. Human Resources may provide “no contact orders” for faculty and staff members. These orders are not legal orders, and are handled administratively.

Protective Orders and Harassment Prevention Orders may be obtained through the court system, and upon request, Amherst College Police will assist you in this process. These orders are enforceable through the legal system.

Confidentiality will be maintained to the extent that it would not impair the ability of the institution to provide accommodations or protective measures.
All of the resources listed above are trained to support students and staff, and coordinate with the Title IX Coordinator consistent with the college’s commitment to a safe and healthy educational environment. Amherst values your privacy. Reports of sexual assault will be shared only with individuals with a need-to-know or as required by law.

Confidential Resources and Support

<table>
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<tr>
<th>On Campus</th>
<th>Off Campus</th>
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<tbody>
<tr>
<td><strong>Health Services</strong></td>
<td><strong>Center for Women &amp; Community</strong></td>
</tr>
<tr>
<td></td>
<td>413.545.0800</td>
</tr>
<tr>
<td>Available during regular office hours</td>
<td>Confidential rape crisis counseling accessible to men and women 24 hours a day</td>
</tr>
<tr>
<td><strong>Counseling Center</strong></td>
<td><strong>University Health Services</strong></td>
</tr>
<tr>
<td></td>
<td>413.542.2334</td>
</tr>
<tr>
<td>Available during regular office hours and during off</td>
<td></td>
</tr>
</tbody>
</table>
hours, you will be connected to a licensed professional counselor by phone.

**Religious Life Advisors** | 413. 542.8149  
Religious Advisors are available 24 hours a day and can be reached through the Administrator on Call or Police Dispatch

Open daily 8 a.m. to 8 p.m.

**New England Learning Center for Women in Transition** | 413.772.0806  
Confidential rape crisis hotline accessible to men and women 24 hours a day

**Victim's Witness Program** | 413.586.9225  
Accessible through the District Attorney’s Office-Northampton to victims of rape or sexual assault who are going through the court process

**Safe Passage** | 413.586.5066  
Confidential domestic violence and rape crisis counseling accessible 24 hours a day

**Employees: Lifescope** 800-828-6025 or www.lifescopeeap.com are available 24 hours. Lifescope is the Amherst College Employee Assistance Program. Employees are provided with a username and password for the website.

The resources listed as confidential may not share your information without your expressed consent unless there is an imminent danger to you or to others or as otherwise required by law. These confidential resources are granted this privilege by Massachusetts law due to the nature of their position.

Whether you were subjected to any sexual misconduct recently or in the past, you are encouraged to use all available support services.

**Sexual Respect Education (2015)**

**August 29, 2015**  
**Sexual Respect Education and Title IX Training with the Resident Counselors**  
**Description:**  
Sexual Respect Educator Amanda Collings Vann and Title IX Coordinator Laurie Frankl conducted a two-hour training interactive training for 70 resident counselors. Students were led through a series of activities focusing on Title IX and Amherst and creating a more sexually respectful campus.

**August 31, 2015**  
**Bystander Intervention Training for Orientation Leaders**  
**Description:**
Sexual Respect Educator Amanda Collings Vann conducted a 90 minute interactive presentation on bystander intervention for 71 Orientation Leaders. Students were led through a series of scenarios where various types of sexual violence were discussed and students practiced the skills necessary to intervene in potentially violent situations.

September 2, 2015
Sexual Respect at Amherst for New Students
Group A: 12:30 p.m. to 2:00 p.m.
Group A: 3:00 p.m. to 4:30 p.m.

Sexual Respect Educator Amanda Collings Vann facilitated a session exploring what it means to help create a campus culture that reflects sexual respect and nonviolence. Students were shown video clips, led through interactive activities and walked through definitions of various types of sexual violence, exploring the concept of bystander intervention and given information on affirmative, enthusiastic consent looks like and how to ask for it. Included in this information was how to recognize predatory behavior, warning signs of dating violence and stalking behavior. Students were provided with private and confidential resources.

September 3, 2015
Train the Trainers for Bystander Intervention Workshops
Description:
This three hour train the trainers workshop facilitated by Sexual Respect Educator Amanda Collings Vann was a skills based training focused on preparing facilitators to conduct the Bystander Intervention Workshops for first year students.

September 6, 2015
Bystander Intervention Trainings for First Year Students
1:00 p.m. to 2:30 p.m. in Fayerweather 115
1:00 p.m. to 2:30 p.m. in Porter Lounge
1:00 p.m. to 2:30 p.m. in Cole Assembly Room in Converse Hall
1:00 p.m. to 2:30 p.m. in Merrill 2
1:00 p.m. to 2:30 p.m. in Merrill 3
1:00 p.m. to 2:30 p.m. in Merrill 4
3:00 p.m. to 4:30 p.m. in Fayerweather 115
3:00 p.m. to 4:30 p.m. in Porter Lounge
3:00 p.m. to 4:30 p.m. in Cole Assembly Room in Converse Hall
3:00 p.m. to 4:30 p.m. in Merrill 2
3:00 p.m. to 4:30 p.m. in Merrill 3
3:00 p.m. to 4:30 p.m. in Merrill 4
Description:
Bystander Intervention workshops were conducted by pairs of student and staff. Students included the Peer Advocates of Sexual Respect. Staff trainers included Amherst College Police, Associate Dean of Students, Director of the Queer Resource Center and Health Educators. Workshops explored what it means to be an active, empowered bystander. This interactive
workshop allowed students to explore realistic situations they might encounter at Amherst College on a range of issues including sexual violence. Students were asked to think about why people choose or choose not to intervene and honed their skills in safe and effective intervention. Developed and practiced a full range of options to create a respectful, caring culture at Amherst College. These 90 minute workshops were mandatory for all incoming Students.

September 10, 2015
Advanced Neurobiology of Trauma
Description:
Dr. David Lisak conducted a 2-hour training for staff of the Dean of Students Office and the Counseling Center staff of how trauma impact memory and function.

September 10, 2015
Supporting Male Survivors: Resiliency and Masculinity A Conversation with David Lisak
Description:
Dr. Lisak will be presenting his research on male survivors of sexual abuse and how these experiences tie in to notions of resilience and masculinity. He will show samples of The Bristlecone Project, a narrative video project that explores the lived experience of men who were sexually abused as children.

September 10, 2015
Reality of Rape on Campus An evening with Dr. David Lisak
Description:
A keynote presentation by Dr. Lisak was followed by a question and answer period. Clips of the Undetected Rapist will be shown.

September 10, 2015
Dinner with David Lisak and student educators
Description:
Students from athletics, the Women’s and Gender Center and the Peer Advocates of Sexual Respect met with Dr. Lisak to have conversation and dialogue about sexual violence.

September 11, 2015
Rape Supportive Behaviors and the Culture on Campus with the student affairs staff
Description:
Dr. David Lisak presented a two-hour session looking at the research around how changing culture around rape supportive behaviors impacts the safety of our students. How can we as Student Affairs Professionals develop language and competencies around this topic to improve our campus culture? Invited participants included ACPD, the Office of Title IX and Athletics.
September 11, 2015
Roundtable on Sexual Assault on Campus with Athletic Department
Description:
Dr. David Lisak met with coaches and staff of the athletic department for an open discussion.

September 18, 2015
Health and Wellness Fair-
Sexual Respect table and activity
The Wellness Fair provided an opportunity for students to participate in fun stress-relief activities, enjoy yummy snacks and get to know Amherst’s wellness resources and student groups. The Peer Advocates of Sexual Respect and Sexual Respect Education hosted a table with information about self-care for survivors.

September 29, 2015
History of Sexual Misconduct at Amherst College
Description:
Peer Advocates of Sexual Respect presented to Martha Saxton’s First Year Seminar: Respect and Equality. The PAs presented on the recent history of sexual misconduct at Amherst College. Students provided additional information on resources and mandatory reporting.

October 5, 2015, 7:00 a.m. to 8:00 p.m.
October 6, 2015, 8:00 a.m. to 2:00 p.m.
The 5-College Clothesline Project
Description:
As part of the Domestic Violence Awareness Month the college hosted a display of the Clothesline Project. The Clothesline gives people of all gender identities an opportunity to break the silence about violence by creating shirts that give voice to their personal experience(s). The shirts are then hung shoulder-to-shoulder on a clothesline for public viewing.

October 13, 2015
Meet and Greet and Eat with the Peer Advocates
Description:
Come and Learn about the Peer Advocates of Sexual Respect. Students were asked for their ideas on upcoming programs, informed about the PAs application process and met the Peer Advocates of Sexual Respect.
October 26, 2015
Street Harassment Campaign Launch
Description:
A series of events to highlight the problem of street harassment Amherst College students face on Rt. 9 in Amherst. 25 yard signs were placed from Keefe Health Center to Converse Hall. Messages included: You make me scared to walk home, catcalling is street harassment, It’s on Us to Stop Street harassment, Respect is an actual compliment and I am more than just my body.

October 28, 2015
Street Harassment video launch
Description:
The Peer Advocates of Sexual respect created a video to show the impact of street harassment on our Amherst College community.

October 28, 2015
Street Harassment Dialogue
Description:
Then Peer Advocates of Sexual Respect hosted a dialogue on street harassment. Dialogue included sharing experiences about how street harassment impacts people of different identities on our campus.

November 8, 2015
Weekly Sundays after this date while school is in session
Survivors Support Group (Breaking the Silence)
Description:
Peer led survivors support group facilitated by the peer advocates of sexual respect. Group members who express interest are screened by the counseling center. This group meets weekly and does hands on activities while supporting each other.

December December 15, 2015
Powerhouse Study Break
Description:
The Peer Advocates, SHEs, and Powerhouse Committee have teamed up to provide you with some well-deserved study breaks during Reading Period. Drop by to relax and refuel! Peer Advocates provided healthy snack and tips for self-care for survivors and friends.

January 7, 2015
2 Session on Gender and Sexual Respect for the Men’s and Women’s Swim Team
Description:
Members of the swim team were split into two groups. One group met with LEADS staff to participate in activities promoting teamwork and the other group met with Amanda Collings Vann on gender, teamwork, and creating ground rules for shared understanding for both teams.
January 15, 16, 19, 20, and 21, 2015
Peer Advocate of Sexual Respect Training (40 hours)
Description:
New Peer Advocates of Sexual Respect were trained for 40 hours on issues related to facilitation skills, program planning, dialogue facilitation, sexual violence and bystander intervention. The majority of the trainings were conducted by Amanda Collings Vann, Sexual Respect Educator and Deputy Title IX Coordinator. Sessions were also conducted by Queer Resource Center Interim Director, Angie Tissi; Title IX Coordinator Laurie Frankl, Social Worker Laura Fusari and Campus Police Chief, John Carter.

February 25, 2015
Dialogue with the Peer Advocates of Sexual Respect
Description:
The Peer Advocates Dialogue Series began by sharing experiences about the "gray area" - where sex has been verbally consented to but is physically unwanted.

February 26, 2015
Bystander and Sexual Respect with the Women’s Soccer team
Description:
A Bystander Intervention workshop was conducted by Amanda Collings Vann. Using specifically designed scenarios the workshop explored what it means to be an active, empowered bystander. This interactive workshop allowed student players to explore realistic situations they might encounter on a range of issues including sexual violence. Students were asked to think about why people choose or choose not to intervene and honed their skills in safe and effective intervention. Staff developed and practiced a full range of options to create a respectful, caring culture at Amherst College.

February 27, 2015 and February 28, 2015
"Probably" Staged Reading
Description:
"Probably" is a play written by Owen Davis '14 that explores language, sexual respect and violence on college campuses. The story follows a group of college seniors who are consumed by their relationships and uncertain futures while still trying to enjoy their last semester-- until whispers of an act of violence shatter their community, destroy the boundaries of friendship and intimacy and cause them all to re-examine the way they treat, trust and speak to one another. Both performances were followed by an optional post show conversation about the themes of the play.

Healthy Relationships Month
April 2015
A month long celebration of healthy relationships. Three themes - care, compassion, and communication.
Healthy Relationships Month Tabling

Description:
The Peer Advocates of Sexual Respect hosted tables with resources on healthy relationships, support for people in unhealthy/violent relationships and had games and giveaways.

April 2, 2015
Healthy Relationships as a Female Athlete: A Dialogue
Description:
The Peer Advocates of Sexual led a dialogue as part of their dialogue series on how being a female athlete impacts the way you interact with the rest of campus, your teammates, and yourself. Program was open to all self-identified female athletes.

April 4, 2015
Step Up Summit on Sexual Respect
Description:
An AAS sponsored conference targeting NESCAC and Five College student governments for sexual respect training. The keynote speaker was Lauren Dunn who runs a non-profit, ServJustice. Other speakers included President Martin, Dean of Students Alex Vasquez, student Panelists and the Sexual Respect Educator.

April 8, 2015
Friendship Bracelet Making
Description:
Student were encouraged to practice self-care and make a bracelet for someone you care about. Materials on helping a friend in an unhealthy relationship, self-care, and self-soothing and grounding techniques were provided.

April 13, 2015
Workshop: How to Help a Friend who is in an Unhealthy Relationship
Description:
A workshop facilitated by the Peer Advocates of Sexual Respect. Students learned about how to recognize the signs of an unhealthy relationship, tips for communicating care and concern for a friend, and about all the resources there are on campus.

April 14, 2015
Relationships and Ice Cream Sundaes: A Dialogue
Description:
How do you balance different relationships? (Friendships, romantic, sexual etc.) The peer advocates hosted a dialogue with students and staff for a Healthy Relationships Month event.

April 17, 2015
ConsentFest
Description:
A day of programming and activities surrounding the topic of combating rape culture and promoting consent, communication, and open conversation in all manner of relationships. The Peer Advocates of Sexual Respect hosted the second annual ConsentFEST! Students participated in 6 activities and earned a ConsentFest beach towel. Area rape crisis and battered women's shelters hosted tables as well as support offices from Amherst. Student groups, athletic teams and staff held events aimed at creating a culture of respect and building skills in communication, bystander intervention and support here at Amherst.

April 22, 2015
Briana Wu
Description:
Wu, a video game developer and founder of gaming company Giant Spacekat, and host of the Isometric podcast on 5by5, has been outspoken about the exclusion and treatment of women in the gaming industry. Brianna Wu has become the third woman advocating for changes in how women in the gaming industry are treated who is being forced to leave her home due to threats on her life. Like Zoe Quinn and Anita Sarkeesian before her, Wu is being targeted for her candid criticisms of misogyny in the gaming community.

April 17, 2015
The Hunting Ground followed by Q & A with Producer Amy Ziering '83
Description:
Documentary produced by Amy Ziering '83, The Hunting Ground is a film focusing on sexual assault on college campuses around the country. The film was shown at the Amherst Cinema starting on Friday, April 17. The premier night featured producer Amy Ziering as the host of a Q & A session at the end of the film.

April 18, 2015
Dialogue with Amy Ziering, President Martin and students
Description:
Amy Ziering and President Martin host a brunch and dialogue for students on Sexual Violence on College Campuses.

April 27, 2015 and April 29, 2015
Open Forums on the Survey on Sexual Respect and Sexual Misconduct
Description:
Title IX, Sexual Respect Education and Institutional Research shared data from Amherst College’s first Survey on Sexual Respect and Sexual Misconduct. In November and December of 2014 Amherst College launched its first survey on sexual misconduct. In this forum data from the survey and next steps were shared. There was ample time provided for questions and answers.

April 29, 2015

Chips, Dips and Relationships: a discussion facilitated by alumna Sarah Greenspan '02

Description:
Alumna Sarah Greenspan '02 will facilitate a discussion on relationships, with a focus on risk-taking, vulnerability, self-awareness and boundaries

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**Campus Sex Crimes Prevention Act**

The Federal Campus Sex Crimes Prevention Act requires colleges and universities to issue a statement advising the campus community where state law enforcement agency information concerning registered sex offender may be obtained. The act also requires registered sex offenders to provide to appropriate state officials notice of each institution of higher education in that state at which the offender is employed, carries on a vocation, or is a student.

**How to Inquire**
Members of the Amherst College community may request information about sex offenders in Massachusetts at the Massachusetts Sex Offender Registry Board, telephone (978) 740-6400 or http://www.state.ma.us/sorb or the Amherst Police Department 413-259-3000.

**Penalties For Improper Use Of Sex Offender Registry Information**
Information contained in the Sex Offender Registry shall not be used to commit a crime against an offender or to engage in illegal discrimination or harassment of an offender. Any person who improperly uses Sex Offender Registry information shall be punished by not more than two and one-half years in the house of correction or by a fine of not more than $1,000 or by both such fine and imprisonment.

**Missing Persons**

The following policies regarding Missing Persons are being provided according to requirements of the 2008 Amendments to the Higher Education Act.

Any person (student, staff or faculty) believed to be missing from the campus unexpectedly shall be immediately reported to the Amherst College Police Department.
It is the policy that the Amherst College Police will investigate any report of a missing person that is filed by someone with knowledge of that person being missing or otherwise not where s/he is expected to be. This report may be filed by a parent/guardian or other family member of the person, by a roommate, Student Affairs, or Residential Life staff member (including student staff), Health Services staff member, faculty member, employment supervisor, or anyone else with information that indicates the person is missing. The police will conduct an initial investigation to determine if the person appears to be missing, or has simply changed their routine unexpectedly, and whether or not there is reason to believe the person is endangered.

Police officers will check person’s access records, class schedules, interview fellow students and faculty, and use other methods to determine the status of a missing person. From this initial investigation, the scope will continue to expand to make attempts to determine the location of the person reported missing to assure s/he is safe.

Each student living in on campus housing at Amherst College can identify a confidential contact person that the College shall contact, within 24 hours, in the event that the student is determined to be missing by Amherst College PD or Amherst PD, by providing that contact data in advance to the College Students may enter information about a confidential contact person via their AC DATA account.

Note that this contact information is confidential and is accessible only to authorized College administrators and law enforcement who would have responsibility for making connections with emergency contacts in the event of a determined emergency (such as Student Affairs, police staff, etc.) This information may not be disclosed outside of a missing person investigation.

Should the police not be able to locate a person reported missing in a reasonable time period of the report, they would then notify your designated ‘missing person’ confidential contact. If the student has a designated contact person, Amherst College will notify that contact person within 24 hours.

• In the event that no separate emergency contact is identified, a parent or guardian as listed in college records will be contacted.
• Students should be sure that this contact knows how to reach the student in the case of an emergency, and have a general idea of the student’s general daily routine and any travel plans.
• This person should be someone you trust to aid officers in determining your whereabouts, or verifying that further investigation and/or entry into national missing person databases is warranted.

The police will also notify local law enforcement agencies within a 24 hour window, starting with the Amherst Police, as well as any other agencies where the missing student may be, regardless of whether the student has identified a contact person, is above the age of 18, or is an emancipated minor.

**NOTE FOR STUDENTS UNDER AGE OF 18 AND NOT EMANCIPATED:** For any student under the age of 18 who is not emancipated, the College must notify a custodial parent or guardian no later than 24 hours after the time the student is determined to be missing. For any situation in which a missing person is believed to be endangered, this notification will be made as early as possible while officers are continuing to investigate.

**NOTE FOR STUDENTS UNDER AGE OF 21:** For students under 21, Suzanne’s Law requires that student to be entered into the national missing person database as soon as it is determined that student is missing. Should a student be determined to be missing for more than 24 hours, the following will occur:

• Police will notify Student Affairs
Police will again contact the student’s confidential contact and/or parent or guardian to update them on information known at that time, efforts made to locate the person, and to get further information that may lead to the location of the missing person. (In the case of a student under 18, the parent or guardian must be contacted regardless of who is listed as the student’s emergency contact.)

All crimes should be reported to Amherst College Police.

Collection of Annual Crime Statistics

The Amherst College Police Department is the centralized reporting authority for Amherst College. The Police Department collects statistics from the Student Affairs, Health Services, and the Counseling Center for the annual report. Statistical information for alcohol, drug and weapons referrals is compiled through the Associate Dean/Director of Conduct and Community Standards and Amherst College Police records.

The Amherst College Police also collect statistical information from the Town of Amherst Police and the Massachusetts State Police for all publicly held properties adjacent or contiguous to the campus as defined by federal law.

Amherst College does not recognize any off campus student organizations and does not collect statistical data for private off campus student activities.

The Title IX Coordinator collects data from confidential reports of sexual assault and rape and forwards those statistics to the police. Amherst College Police report statistical information to the Title IX Coordinator to prevent counting incidents more than once.

Amherst College reports crimes using the definitions as described in the Federal Bureau of Investigation's Uniform Crime Reporting program. Amherst College also reviews all crimes for manifest evidence that the victim was intentionally selected because of the victim’s actual or perceived race, religion, sexual orientation, gender, gender identity, national origin, ethnicity, or disability. Statistics are reported for those reportable crimes that are also Hate Crimes.

Crime Statistics

On Campus
Residence Halls
Non-Campus Buildings and Property
Public Property On and Immediately Adjacent to Campus
Hate Crimes

Clery Definitions
The Clery Act is provided to assist in the classification of crimes. Clery definitions are taken from the Federal Bureau of Investigation’s (FBI’s) Uniform Crime Reporting Handbook (UCR) as required by the Clery Act regulations.

Murder and Non-Negligent Manslaughter: The willful (non-negligent) killing of one human being by another. This includes death or injuries received in a fight, argument, quarrel, assault or commission of a crime.

Negligent Manslaughter: The killing of another person through gross negligence.

Forcible Sex Offense (UCR 2013): Any sexual act directed against another person, forcibly and/or against that person’s will; or not forcibly or against the person’s will where the victim is incapable of giving consent. This includes forcible rape, forcible sodomy, sexual assault with an object, and forcible fondling.

Non-Forcible Sex Offense (UCR 2013): Unlawful, non-forcible sexual intercourse. This includes incest and statutory rape. *All sex offenses are reported as Forcible Sex Offenses beginning in 2013.

Rape (2013 and 2014): New NIBRS definition: 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.

Consent: In Massachusetts, it is illegal to have sex with someone who is incapable of giving consent because they are intoxicated, unconscious, mentally incompetent, or underage. The consent must also be without coercion, threat, or force.

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

Aggravated Assault: An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by means likely to produce death or great bodily harm.

Burglary: The unlawful entry of a structure to commit a felony or a theft. This includes unlawful entry with intent to commit a larceny or felony; breaking and entering with intent to commit a larceny; housebreaking; and safecracking.

Motor Vehicle Theft: The theft or attempted theft of a motor vehicle.

Arson: Any willful or malicious burnings or attempts to burn, with or without intent to defraud, a dwelling house, public building, motor vehicle or aircraft, personal property of another, etc.

Larceny-theft: the unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another.

Dating Violence: violence committed by a person who is or has been in a social relationship of a romantic or intimate relationship with the victim. Note that this may be counted as Domestic Violence in Massachusetts.

Domestic Violence: A felony or misdemeanor crime of violence committed by a current or former spouse or intimate partner of the victim, or with whom a child is shared, or with whom they cohabitate, or by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction. Massachusetts General Laws Chapter 209A Section 1 defines Domestic Violence as the occurrence of one or more of the following acts between family or household members:
(a) attempting to cause or causing physical harm;
(b) placing another in fear of imminent serious physical harm;
(c) causing another to engage involuntarily in sexual relations by force, threat or duress.

“Family or household members”, persons who:

(a) are or were married to one another;
(b) are or were residing together in the same household;
(c) are or were related by blood or marriage;
(d) having a child in common regardless of whether they have ever married or lived together; or
(e) are or have been in a substantive dating or engagement relationship.

**Stalking:** engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for their safety, or suffer substantial emotional distress.

**Hate Crimes:** Offenses and crimes due to prejudice of race, gender, gender identity, religion, sexual orientation, ethnicity/national origin, disability.

**Arrest:** Persons processed by arrest, citation or summons. An arrest has occurred when a law enforcement officer detains an adult with the intention of seeking charges against the individual for the specific offense(s) and a record is made of the detention. A juvenile should be counted as “arrested” when the circumstances are such that if the individual were an adult, an arrest would have been counted.

**Referred for Disciplinary Action:** The referral of any person to any official who initiates a disciplinary action of which a record is kept and which may result in the imposition of a sanction.

**Illegal Weapons Possession:** The violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, concealment, or use of firearms, cutting instruments, explosives, incendiary devices or other deadly weapons. This classification encompasses weapons offenses that are regulatory in nature. This also includes the manufacture, sale, or possession of deadly weapons; carrying deadly weapons, concealed or openly; using, manufacturing, etc., of silencers; furnishing deadly weapons to minors; illegal aliens possessing deadly weapons; and attempts to commit any of the above.

**Drug Law Violation:** The violation of laws prohibiting the production, distribution and/or use of certain controlled substances and the equipment or devices utilized in their preparation and/or use. The unlawful cultivation, manufacture, distribution, sale, purchase, use, possession, transportation, or importation or any controlled drug or narcotic substance. Arrests for violations of state and local laws, specifically those relating to the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs. The relevant substances include: opium, or cocaine, and the derivatives (morphine, heroin, codeine); marijuana; synthetic narcotics – manufactured narcotics which can cause true addiction (Demerol, methadone); and dangerous non-narcotic drugs (barbiturates, Benzedrine).

**Liquor Law Violation:** The violation of state or local laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, or use of alcoholic beverages, not including driving under the influence and drunkenness. This includes: the manufacture, sale, transporting, furnishing, possessing, etc., of intoxicating liquor; maintaining unlawful drinking places; bootlegging; operating still; furnishing liquor to a minor or intemperate person; underage possession; using a vehicle for illegal transportation of liquor; drinking on train or public conveyance; and attempts to commit any of the above.
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Note that most Dating Violence will be recorded as Domestic Violence under Massachusetts Law.
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*After 2013, all sex crimes are considered forcible sex crimes, and they are reported this way.

Arrests and Disciplinary Referrals

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Caveat for Liquor Law Arrests and Drug Law Arrests: The Amherst Police Department engaged in a new approach to underage drinking and marijuana usage. This resulted in a significant decrease in the number of arrests for both the alcohol and drug arrest categories.

Caveat for Drug Violations: The Commonwealth of Massachusetts changed the laws regarding possession of marijuana. Possession of marijuana under 1 ounce is now a civil infraction, and referrals for 2015 now reflect that change in law.

Hate Crimes

The following statistics are reported for crimes that have manifest evidence that the victim was intentionally selected because of the victims actual or perceived race, religion, sexual orientation, gender, gender identification, national origin, ethnicity, or disability.

Hate Crimes:

2013: No Hate Crimes were reported during this year.

2014: No Hate Crimes were reported during this year.

2015: No Hate Crimes were reported during this year.

Unfounded Crimes

In accordance with the Clery Act, the Amherst College Clery Report reflects any “unfounded” reports, beginning with reports in 2015. Crimes can only be determined as unfounded by sworn or commissioned law enforcement personnel, and only when the totality of available information specifically indicated that the report is found to be false or baseless.

Unfounded Crimes:

2013: No crimes were unfounded during this year.

2014: No crimes were unfounded during this year.

2015: One Burglary was unfounded in 2015, when it was discovered the item was only lost.
Fire Safety Guidelines

- Important Phone Numbers
- General Fire Safety Guidelines
- Emergency Procedures
  - Fire Alarm Procedures
  - Fire Reporting Procedures
  - Fire Evacuation Procedures
  - Emergency Evacuation Procedures for Persons with Disabilities
- Infractions
  - Failure to Evacuate
  - Fire Department Access
  - Fire Detection and Suppression Equipment Tampering
  - False Fire Alarms
  - Malicious Burning of Building Component(s) or a Building
  - Smoke Bombs and Bomb Threats
  - Fire Hydrants and Fire Lanes
  - Fire Hazards
  - Fireworks
  - Fire Drills
  - Inspections
  - Bunk Beds and Lofts
  - Other Construction
  - Fireplaces
  - Candles, Open Flame Devices, and Smoking
  - Holiday Decorations
  - Electrical and Extension Cords
  - Fire Doors, Escapes, and Exits
  - Bonfires

**IMPORTANT PHONE NUMBERS**

| a. Amherst College Police Services Building | 413-542-2111 (EMERGENCY) |
|                                           | 413-542-2291 (non-emergency) |
Amherst College is committed to providing a healthy and safe educational and working environment for our students, faculty, and staff. In order to meet this goal the College has developed a number of policies and procedures to protect the campus community. The success of the program depends on each one of us.

The following are the Fire Safety Policies and Standard Operating Guidelines for Amherst College. These rules and regulations comply with those of local, state, and federal regulatory agencies, including the State Building Code, the Massachusetts Fire Prevention Regulations, and the recognized fire safety standards such as the National Fire Protection Agency (NFPA).

Fire Reporting Procedures

The following procedures should be followed if you discover a FIRE:

1. Close the door to the room involved. This will contain the fire and make it easier to extinguish.

2. Activate the closest fire alarm. Pull stations are normally located next to the exit or stairwell door.

3. Report the fire to the Amherst College Police (413-542-2111). Call from a safe location, away from the fire. Never assume that someone else has called. Extinguish the fire using the appropriate fire extinguisher, if possible. Do not place yourself at risk. Use the fire extinguisher only if you have been properly trained and the fire is small.

   - Awaken any sleeping roommate or suitemates. Prepare to evacuate by putting on shoes and coat if necessary. Feel the doorknob and the door. If they are hot, do not open the door. If they are cool, open slowly, if heat or heavy smoke rushes in, close the door immediately and remain inside.
   - When leaving your room, be sure to take your key in case it is necessary to return to the room should conditions in the corridor deteriorate. Make sure to close the door tightly when evacuating.
   - Resident life staff members who are present on their floors should facilitate the evacuation of their floor/section if possible. When the alarm
sounds shout (Example: there is an emergency in the building leave by the nearest exit) and knock on doors as they make their way to the nearest exit and out the building.

- When exiting in smoky conditions keep your hand on the wall and crawl to the nearest exit. Always know more than one path out of your location and the number of doors between your room and the exit.
- DO NOT USE ELEVATORS. Elevator shafts may fill with smoke or the power may fail, leaving you trapped. Elevators have features that recall and deactivate the elevator during an alarm. Standing and waiting for an elevator wastes valuable time.
- Each resident should report to their assigned assembly area. Resident life staff should report to their assigned assembly area and make sure that students have cleared the building. Conduct a head count and do not allow re-entry into the building until directed to do so by emergency personnel.

**EMERGENCY PROCEDURES**

**General Procedures for Students and Employees in Case of a Fire**

1. All faculty, staff, and students are required to evacuate the building during a fire alarm.

2. If a fire alarm sounds, close the door to your room. Proceed to the closest exit. If smoke hampers your means of egress, find an alternative route.

3. Do not use the elevator to evacuate the building, as smoke will rise into the elevator shaft, placing everyone inside at serious risk. Use the stairs in order to evacuate safely.

4. If you observe other people in the building who may be unfamiliar with the alarm, advise them of the fire alarm and suggest that they evacuate. **DO NOT** force them to leave or become confrontational.

5. Proceed to a pre-designated assembly area, away from the building. Do not stand in front of or near the entrances to the building since fire department access to the building should not be obstructed.

6. Do not re-enter the building until the fire alarm has been silenced and the Amherst College Police or the Amherst Fire Department has indicated that it is safe to re-occupy.
In the event of an active fire, call 413-542-2111. If a member of the Amherst College community finds evidence of a fire that has been extinguished, and the person is not sure whether Amherst College Police has already responded, the community member should immediately notify Amherst College Police to investigate and document the incident in the annual fire safety report.

**Fire Evacuation Procedures**

1. When evacuating the building, use the most direct means of egress possible.

2. Before you open a door, feel the door with the back of your hand. If the door is hot, or you can see fire or smoke in the corridor, do not pass through. Stay in the room. Pack towels (preferably wet) under the door to prevent smoke entry. Telephone the police (413-542-2111) and report your location. If a telephone is not available, go to the window and wave a brightly colored cloth to draw attention to you. Open the window; do not break the window. If you break the window, smoke may enter from the floor below.

3. If the door is cool, open it slowly. If there is no smoke, proceed to the nearest exit. If the smoke is light, crawl low to the closest exit. If you encounter smoke along the way, choose an alternative escape route. Make sure the doors close behind you to prevent the spread of smoke.

4. Once outside, proceed to the designated area, away from the building and doors. Make sure that everyone is accounted for. If occupants were unable to get out of the building, or if they cannot be found, report this to the Amherst College Police Officer, who will arrive on the scene as soon as possible.

**Emergency Evacuation Procedures for Persons with Disabilities**

1. If the occupant, resident, or visitor is located on the ground floor of the building, exit through the closest appropriate means of egress.

2. If the occupant, resident, or visitor is located above or below the ground floor, do not use the elevator. Stay in your office or room, or see specific examples below.

3. Call the Amherst College Police (413-542 2111) and give the dispatcher your name, exact location, room number, and telephone number. Remain by the phone until contacted by the Amherst College Police. Firefighters will assist persons who are unable to evacuate.

4. Persons with hearing impairments can be assisted out of the building, provided that they are made aware of the activation of the fire alarm.

5. Persons with visual impairments can be safely helped out of the building, provided that a person is there to assist them, and that most of the other building occupants have already left the building. The evacuation of persons with disabilities at the same time as everyone else might increase the risk of accident or otherwise endanger all persons trying to vacate the building.
6. Persons with mobility impairments should most often remain in their rooms until assisted by the Fire Department. Untrained occupants should not attempt to carry people from the building. This could cause stairway restriction for other evacuees and may also result in serious injury.

**INFRATIONS**

**Failure to Evacuate**

Except for emergency response agencies (i.e. Amherst Fire Department and the Amherst College Police), all occupants in the building will evacuate when a fire alarm has been activated. Individuals or groups failing to evacuate will be subject to judicial action, fines, or expulsion from college housing and/or criminal prosecution.

- Fines for failing to evacuate range from $100 to $500.

The Amherst College Police will perform floor and building sweeps for the health and safety of residents. Residents found in their rooms during a fire or fire alarm will be reported to the Dean of Students Office for disciplinary action. Amherst College has adopted this approach to help prevent "false alarm" apathy.

**Fire Department Access**

Persons who intentionally block or otherwise hamper the duties of the Amherst Fire Department or the Amherst College Police during a fire or medical emergency will be subject to judicial action, fines, or expulsion from college housing and/or criminal prosecution.

- Fines for obstructing emergency response agencies range from $100 to $500.

**Fire Detection and Suppression Equipment Tampering**

Unauthorized modifications of or tampering with the fire detection and/or suppression system (including fire extinguishers) in any building or room will result in judicial action, fines, or expulsion from college housing and/or criminal prosecution.

- The minimum fine for tampering with fire detection and suppression equipment is $100.

**False Fire Alarms**

Any person who, without proper justification, turns in a false fire alarm by activating a fire alarm pull station or calling in a report of fire may be punished with judicial action, fines, or expulsion for college housing, and/or criminal prosecution.

- The range of fines for false alarms is $100 to $500.
Malicious Burning of Building Component(s) or a Building

Any person who knowingly sets fire to components of a building (i.e. doors, bulletin boards, and furniture) and/or the building itself will face judicial action, fines, or expulsion for college housing, and/or criminal prosecution.

- Fines for malicious burning shall range from $100 to $500.

Smoke Bombs and Bomb Threats

Any person who possesses and/or activates a smoke bomb in a building without the permission of Amherst College Police, or any person who initiates a bomb threat, will be subject to judicial action, fines, or expulsion from college housing and/or criminal prosecution.

- Fines for possessing or activating a smoke bomb range from $100 to $500. Calling in a bomb threat or planting a bomb or other incendiary device will result in criminal prosecution.

Fire Hydrants and Fire Lanes

No vehicle except for emergency response apparatus or cars shall park in designated fire lanes or in front of a fire hydrant. Amherst College shall not be responsible for any damage to a motor vehicle that obstructs the response of the Amherst Fire Department or other emergency response agency.

Fire Hazards

Motorcycles, automobiles, mopeds, gasoline, propane, flammable liquids and other similar items are not allowed in buildings other than those facilities specifically designed for that intended purpose and shall be removed at the owner's expense.

Fire Hazards such as those associated with poor housekeeping, electrical hazards, and improper use of cooking equipment are addressed in a later section.

Fireworks

Any person possessing and/or discharging fireworks on campus will face judicial action, fines, or expulsion for college housing, and/or criminal prosecution.

- The minimum fine for possessing or discharging fireworks on campus is $100.
Fire Drills

Residence Hall Fire Drills at Amherst College will be conducted twice during the academic year. Fire Drills are performed to familiarize occupants in the building with the sound of the fire alarm, to verify that the system is working as required, and to test the evacuation systems for faculty, staff, and students.

Fire Safety Education and Training Programs

All Residential Life staff members are trained according to the emergency management plans established by the College. Residential Life staff are trained in the proper use of fire extinguishers, proper procedures during fire alarms, assembly sites/accountability areas, and proper emergency reporting procedures. Residential Life staff assist the police and Environmental Health and Safety in the residential hall fire drills.

Inspections

Most residence hall fires start in a student room. The cause of the fire could be careless disposal of smoking material, cooking equipment, candles, or improper lights and wiring. Residents often believe that a fire will not take place in their building because the dormitory is constructed of brick and/or concrete. While it is true that the exterior is fire resistant, the contents inside are not. Wastepaper baskets, sheets, futons, wall hangings, and furniture are fuel sources for a potential fire; if ignited, each will allow smoke and flame to spread throughout the room, floor, or building. Ignition sources include but are not limited to: candles, extension cords, halogen lamps, hotplates, incense, space heaters and smoke material.

For health and safety reasons Amherst College inspects all areas of the building, including individuals rooms at least twice annually, and individual room at least twice annually to maintain a healthy and safe living environment for all residents. In addition, if the College receives a complaint about an area or room within a residence hall relative to health and safety, the College can and will inspect and rectify the hazardous condition at the resident's expense. The Amherst College Police, Environmental Health and Safety, and/or the Office of Student Affairs can inspect, correct, and if necessary, confiscate any item found within an area or room that poses a risk to the occupants of the area, room, or building.

Amherst College will inspect the following:

§ Improper Appliances

- Air Conditioners
- Coffee makers and pots without automatic shutoff
- Crock Pots
- Electric frying pans
- Gas appliances
- Grills
- Halogen lamps
- Hotplates
- Immersion heaters
- Microwave ovens
- Popcorn poppers with oil
- Power strips without built-in breakers or fuses
- Refrigerators larger than 4.5 cubic feet
- Space heaters
- Sun lamps
- Toaster ovens
- Waffle irons
- Woks

§ Improper Wiring

- Overloaded extension cords
- Overloaded electrical outlets
- Outdoor lights
- Decorative lights improperly installed

Appliances found in violation of these regulations will be confiscated and returned only at the end of the academic year. A $25 fee for handling and storage will be charged when the device is returned. The College will dispose of all unclaimed articles after a one-year holding period.

Bunk Beds and Lofts

Before constructing a bunk bed or loft, students must submit a hard copy of the plan to the Amherst College Police Chief (College Fire Marshal) for approval. Construction shall not take place until the plans have been approved and returned to the requester by the Fire Marshal.

After the bunk bed or loft has been completed, the Fire Marshal must be notified for the purpose of inspection. Provided the bunk or loft has been constructed according to plan, the Fire Marshal will grant the approval.

The occupant or Facilities personnel (at the owner's expense) will disassemble all bunks and lofts that were not approved by the Fire Marshal. If an unapproved, constructed loft is found during an inspection or complaint, the Fire Marshal can order removal of the furniture and prohibit the resident from being able to construct it in the future.

Bunks and lofts must:

- be in compliance with all state building and fire prevention regulations
- be free standing and not attached to the floor, wall, or ceiling
- have a sleeping surface at least 4 feet beneath the ceiling
• not have more than two sides enclosed by wall or partition
• be built using construction grade lumber
• not exceed 30% of floor square footage
• not block or obstruct windows, doors, smoke detectors, network outlets, or emergency exits
• not cause damage to the room or its contents (the owner will be financially responsible for any damage to College property)
• be removed by the last day of spring-semester classes. If not removed, the College will disassemble and remove the loft at the owner's expense; minimum charge for removal by Facilities is $50.

Other Construction

Students may not construct partitions, subdivide their rooms, construct additions that increase fire load, install or modify electrical wiring or plumbing, or alter "means of egress" (i.e. emergency exits). Each of these modifications increases the risk of fire or personal injury accidents.

Fireplaces

Amherst College Facilities inspects fireplaces in common areas. Only those fireplaces found to be in proper working order can be used. Fireplaces located within individual student rooms shall not be used. Fireplaces must have screens in place when they are being used. Affixed to the mantle or wall by each operational fireplace is a sign that indicates how the fireplace is to be used, the type and age of the firewood, the proper equipment to be kept on hand, and how the fire is to be extinguished.

• A minimum fine of $100 may be imposed for improperly using a fireplace.

Candles, Open Flame Devices, and Smoking

Open flame devices (except for cigarette lighters and matches) are prohibited in residence halls. Candles for religious services and birthday parties must be approved in advance by the Amherst College Fire Marshal. Candles, incense, and similar items may not be burned or lit in any residence hall. If lit or previously burned candles or incense are found or reported they will be confiscated.

• The minimum fine for lit candles or incense is $25.

Smoking is prohibited in all academic buildings and residence halls. Smoking is not permitted in buildings or within 25 feet of a building entrance or air intake.
Do not dump smoking materials into plastic waste containers or dumpsters without properly extinguishing them with water.

**Holiday Decorations**

In accordance with the Massachusetts Fire Prevention Regulations, the following decorative items shall not be permitted in Amherst College buildings and residence halls:

- Candles (except those approved in advance by the Amherst College Fire Marshal)
- Christmas or other sawn trees (except UL or FM-approved artificial Christmas or decorative trees)
- Christmas or other decorative wreaths (except UL or FM-approved artificial Christmas or decorative wreath)
- Corn stalks or shucks
- Cotton or confetti
- Dry moss or leaves
- Hay or straw
- Paper streamers
- Sawdust or wood shavings
- Tree branches and leaves

Only UL or FM-approved lighting for indoor use can be used in academic and residential buildings. If used, the lights cannot be run over ceiling tiles or grids, or through walls or doorways. The lights must be hung below the ceiling using non-conductive material (i.e. string or tape). The lights cannot restrict means of egress and can be removed by the College Fire Marshal or Environmental Health and Safety Manager if a hazardous condition exits. Not more than three sets of lights can be attached to a single extension cord. Lights must be turned off when the area is unattended.

**Electrical and Extension Cords**

Electrical Cords (primary and extension) must not pass through walls, floors, or above suspended ceilings.

Electrical Cords (primary and extension) cannot be beneath carpets or across corridors or fire escapes. This type of placement could cause a fire or be responsible for a personal injury accident. If temporary wiring is required, the cord must be run along the wall, not across an aisle or overhead. It must be held up with a non-conductive material such as string or tape, and may not run above a concealed space such as a drop ceiling.

Electrical and mechanical closets and rooms are hazardous locations. They are not to be used for general storage and they must be kept clean at all times to reduce the risk of fire.
Electrical panels shall be properly maintained. In accordance with the Massachusetts Electrical Code, there must be at least three square feet of space around any and all electrical panels, boxes, disconnects, fuses, and other associated equipment.

Students having questions about electrical closets, disconnects, panels, rooms, or service should contact the Amherst College Facilities Service Desk (ext. 2254). For health and safety reasons, the Facilities Electric Shop shall have full and final control over their respective spaces.

**Fire Doors, Escapes, and Exits**

For health and safety reasons, all means of egress and their components must be properly maintained at all times in accordance with the requirements of the State Building and Fire Prevention Regulations. A means of egress shall include but is not limited to corridors, doorways, fire escapes, and stairwells. They incorporate an "exit access" (corridors and stairs that lead to an exit), an "exit" (the door itself), and the "exit discharge" (the exterior side of the door, which could include a fire escape, another building, or sidewalk).

Each corridor and stairwell in our residence halls have the following equipment: emergency lighting, exit signs, fire extinguishers, fire alarms, and smoke detectors.

- Fines for tampering with or otherwise damaging the above referenced equipment can range from $100 to $500.

The corridors in the residence halls are required to be free of hazard and obstructions. Corridors, fire escapes, hallways, and stairwells cannot be used for the placement or storage of combustible material (i.e. boxes, cardboard and/or paper), bicycles or furniture, waste receptacles, or any other item or equipment that would hinder a safe means of egress or firefighting operations.

Corridors, fire escapes, hallways, and stairwells cannot be used as runways for extension cords, telephone wires, or television cables that could create a personal injury hazard.

- Fire escapes cannot be used for storage of grills, regardless of size or fuel.

Fire doors in corridors and stairwells cannot be chocked open (except smoke-activated fire doors that close when the fire alarm is activated).

- Fine for obstructing a means of egress is $25.

**Bonfires**

The Amherst Fire Department can only issue one permit in any year for a ceremonial bonfire. Bonfires shall mark the observance of a significant municipal, state, or national event and such ceremonial bonfire shall be under the continuous supervision of the fire department. A permit for
such ceremonial bonfires shall be issued only to a municipal department or a civic, fraternal, or veterans organization within the town of Amherst.

**Fire Safety Training**

The Department of Environmental Health and Safety (EHS) provides numerous trainings throughout the year. Any student or employee may request one of these trainings through EHS.

**Fireplace Usage**

EHS members will teach individuals interested in using a fireplace on campus how to safely and properly use the fireplace, start a fire in the fire place, and what to do in case of emergency.

**Fire Extinguisher Training**

EHS members provide training to all Residential Life Staff members on proper usage of fire extinguishers. All new members of Student Security are provided with a training of proper fire extinguisher use. This training includes actual hands-on usage of a fire extinguisher on a controlled fire.

**Employee Training**

EHS members provide training to employees regarding fire safety and additional emergency preparedness for other hazards specific to their department.

**Fire Statistics in On Campus Student Residential Facilities**

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****Out of service for 2014 and 2015

2013 Fires - None  2014 Fires - 2  2015 Fires - None

There were no reported injuries or deaths from fires during the reportable time period.

2014 Pond fire: A fire we set to a paper bag by an individual playing with a lighter. No injuries or damage to property occurred.

2014 Stearns fire: A fire was set using a pencil, which was placed in a plastic recycle bin. Less than $100 worth of damage occurred during the incident.

During an audit of the College’s compliance with the Clery Act, the Department of Education discovered that the AFSRs released in October 2012 and October 2013 contained an incorrect statistic regarding a fire in 2010. Although the AFSR released in 2011 properly notated the fire – including a footnote describing the incident involving burnt paper in a toilet bowl in Charles Pratt – due to a clerical error, the charts in the AFSRs released in 2012 and 2013 listing fires by residence hall did not include the statistic for this fire (although the footnote
was included in both years). The Department of Education has instructed the College that this mistake must be corrected, and that the campus community must be informed of this information so that they can make informed decisions about their safety. Therefore, we have amended this AFSR to include this disclosure about the incorrect statistic in the AFSRs released in 2012 and 2013.

Daily Fire Log

The Fire Log is available 24 hours a day at the Amherst College Police station located at 6 East Drive. The Fire Log is combined with the Daily Crime Log.

Fire Safety Systems in On Campus Student Residential Facilities

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<tr>
<th>Building</th>
<th>Sprinklers</th>
<th>Smoke Detectors</th>
<th>Monitored by ACPD</th>
<th>Evacuation Plans Posted</th>
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*Sprinklers installed summer of 2012

**Plans for Future Improvements to Fire Safety**

Amherst College and the Director of Environmental Health and Safety are continually looking for opportunities to improve fire safety on campus as well as to upgrade fire systems on campus. The fire systems on campus are evaluated and upgraded as needed and/or required. Currently, the College has no plans identified for future improvements to fire safety.