

Tunxis Community College

2020-2021

Security Protocol Plan



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Mandatory Internal 2-Year Review

The Crisis Management Team conducted the mandatory two-year biennial review during the spring 2019 semester. Team members are listed on page 23.

The previous biennial review was done in 2017. The next biennial review will be conducted during calendar year 2021.

Team members felt the document contained pertinent information. There were minor edits:

- Updating team memberships
- Updating title changes in management, and turnover/changes in management.
- Verifying policies & links are correct due to community college consolidation.
- Including Board of Regents active shooter video from the University of Florida
- Verifying campus sexual assault policies & procedures are accurate, as this topic has taken on increasing importance over the past biennium.
- RAINN was listed twice as a resource
- Include web link to Drug Free Schools & Campuses Act Annual Notice



Charles C. Cleary
Dean of Student Affairs

12/19/2020

Purpose

Tunxis Community College (TCC) is committed to the safety and welfare of students, faculty, staff and visitors through the establishment of reasonable practices that:

- (1) Support a safe and secure environment in all buildings and grounds owned, leased and/or operated by TCC;
- (2) Promote safety through policies and programs;
- (3) Provide an appropriate level of security at college activities; and safeguard the college's property and physical assets.

The TCC Security Protocol Plan provides an overview of existing college safety and security policies and programs that demonstrate compliance with CT Statutes 10a-55c and 10a-156a.

This plan describes the authorities and responsibilities to carry out programs and operations that promote safety and security of individuals and property. The plan also defines the specific responsibilities of college management, contracted security and other college offices with responsibilities for campus safety and security, including compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act.

TCC expresses gratitude to Virginia Polytechnic Institute and University for assistance in crafting the TCC Security Protocol Plan.

Policy

The college is committed to promoting the safety and security of the TCC community within a supportive and accessible learning and working environment. It is further committed to safeguarding physical resources, identifying conditions or circumstances that may pose risks to the safety and security of the college, and preparing the college to effectively respond to emergencies.

College facilities must be used in a safe and appropriate manner so as not to endanger the TCC community or the general public. All faculty, staff, students, and other members of the TCC community share responsibility for the safety and security of the institution and must conduct college activities and operations in compliance with applicable federal and state regulations and college policies.

Authorities and Responsibilities

By state statute, the Board of Regents (BOR) for Higher Education is charged with the care, preservation and improvement of all 17 Connecticut colleges and universities' property and with the protection and safety of students, faculty, and staff on BOR property.

As part of a college-wide commitment to a safe and secure campus, the college has established offices and cross-functional teams charged with security and safety responsibilities.

Committee Structure

Tunxis does not have a head of security. The Office of the Dean of Student Affairs and Director of Facilities co-supervise contracted security. The current security vendor is Allied Universal Security.

Crisis Management Team

In order to provide for an organized response to major emergencies on campus, the Crisis Management Team assists the College in responding to, managing, mitigating and recovering from an emergency. The Team will also be responsible for interfacing with off-campus resources and agencies as needed such as local and state governmental agencies and the media. The Team will meet when any member of the Team decides that a campus emergency has occurred or might occur. Current team members are listed on page 23.

The Team is under the direction of the Chief Executive Officer (CEO). Team members are selected by the CEO in collaboration with the cabinet per Public Act 13-3 Section 92, subsection (b) (2).

Behavioral Intervention Team (Threat Assessment Team)

The Behavioral Intervention Team (BIT) heightens awareness of faculty, staff and students regarding potentially at-risk students and others on campus who may be at risk of harm to themselves or others. Included in, but not limited to, the list of behaviors are threats, aberrant or strange behavior, violent or perceived violent behavior, repeated threats of suicide or violence against others, etc. The Team will meet when any member of the Team decides that a member of the TCC community is exhibiting behaviors of concern. Information about the Team, suggestions for responding to aggression/violence, and contacts for reporting a concern can be found on the college website here:

<http://www.tunxis.edu/offices-departments/behavioral-intervention-team/>

In addition, it is the responsibility of the BIT to develop and review college policies which address such situations and behavior. The Team is under the direction of the CEO. Team members are selected by the CEO in collaboration with the cabinet per Public Act 13-3 Section 92, subsection (b) (2).

Team members have been trained in various ways: by invited guests coming to campus and sharing their expertise; attending workshops off-campus, some of these have been sponsored by the Board of Regents (BOR); webinars; and in-house expertise of faculty and staff who have experience in these areas.

Current team members are listed on page 25.

Campus Resource Team

Under the direction of the CEO, the Deputy Title IX Coordinator is responsible for activating the Campus Resource Team under appropriate circumstances.

Current team members are listed on page 27.

Health & Safety Committee

In accordance with Connecticut General Statute Sec. 31-40v the Health & Safety Committee is a committee of the Professional Staff Organization (PSO). The Committee's responsibilities include the following.

- Establish procedures for workplace safety inspections by the committee
- Establish procedures for investigating all safety incidents, accidents, illnesses and deaths
- Evaluate accident and illness prevention programs
 - Establishing training programs for the identification and reduction of hazards in the workplace which damage the reproductive systems of employees
 - Establish training programs to assist committee members in understanding and identifying the effects of employee substance abuse on workplace accidents and safety
- Review and recommend policies and proposals related to the health and safety of staff and students
- Establish procedures for reporting health and safety problems
- Evaluate and respond to reported problems and issue reports as needed

Current committee members are listed on page 26.

Emergency Medical Response Team

The Emergency Medical Response Team are employees who are certified by the American Red Cross in First Aid, CPR, and use of the college's three AED's. In the event of a medical emergency on campus, members of the Team are contacted to respond to the situation until first responders arrive on campus. The Team is under the direction of the CEO. Team members are listed at the end of this report.

Current committee members are listed on page 24.

Administrative Office Responsible for Security on Campus

The Office of the Dean of Student Affairs and Director of Facilities are responsible for security. TCC does not have a campus police department. The CT Community Colleges contract with Allied Universal Security to provide security coverage during the college's operating hours, year-round, weekends and evenings. The Administrative Assistant to the Dean of Student Affairs oversees, directs and coordinates Allied Universal Security's security officers. Security officers carry radios for internal communication. Employees and students may contact a security officer directly on the security cell phone.

The Dean of Student Affairs is located in Room 1-116 of the 100 Building.

Title	Name	Phone	Email
Dean of Student Affairs	Charles Cleary	860-773-1302	ccleary@tunxis.edu
Administrative Assistant	Rosenda Hull	860-773-1303	rhull@tunxis.edu
Director of Facilities	John Lodovico	860-773-1321	jlodovico@tunxis.edu
Security Cell Phone	N/A	860-541-0800	Tx-guard@tunxis.edu

Departmental and Individual Responsibilities

Departmental responsibilities: Directors/Department Heads and individuals in supervisory roles are responsible for ensuring that personnel within their department are aware of safety and security policies and the procedures for reporting safety problems, accidents, emergencies, crimes, and threats. They are also responsible for ensuring that any emergency preparedness and continuity of operations plans are developed in accordance with college guidelines and communicated to all personnel in order to ensure familiarity with and coordination between departmental personnel and emergency responders. Departmental supervisors are encouraged to implement

security and safety policies and programs in work areas under their supervision/control.

Individual Responsibilities: Individuals are responsible for being aware of and complying with school policies and procedures, and applicable laws. Employees and students should take any threat or violent act seriously and report acts of violence or threats to the appropriate authorities as set forth in this policy. Numerous employee and student policies outline responsibilities and acceptable behavior, and standards of conduct. Violations of community college policy are subject to the disciplinary actions under the appropriate policies, up to and including dismissal. Violations of the Student Code of Conduct would be reviewed by the Dean of Student Affairs. Each fall semester, employees and students are made aware of safety and security policies and procedures through the “Annual Notice” that is emailed by the Dean of Student Affairs and Dean of Academic Affairs.

Authority of Security Personnel & Relationship with State and Local Police

Authorities

Allied Universal Security officers have the authority to ask persons for identification and to determine whether individuals have lawful business at the college. Security officers do not possess arrest powers.

All criminal offenses will be investigated by the appropriate law enforcement agency. Tunxis Community College is a state agency. The State Police under the Department of Emergency Services and Public Protection have jurisdiction over the college and its satellite locations. The Farmington Police Department may investigate or assist the State Police with criminal offenses that occur on the Tunxis campus. The Bristol Police Department may investigate or assist the State Police criminal offenses that occur at the Bristol site, Tunxis @ Bristol. The prosecution of all criminal offenses that occur at both locations are conducted at the Superior Court of Connecticut.

Non-criminal violations of college policy will be referred to the Dean of Student Affairs for review and action. Major offenses such as murder, rape, aggravated assault, robbery and auto theft are reported to the State Police and/or Farmington Police. No administrator of an institution of higher education shall interfere with the right of a student or employee of such institution to file a complaint with the state police, local police department, or special police force established under section 10a-142 of the Connecticut General Statutes concerning crimes committed within the geographical limits of the property owned or under the control of such institution. The college has four locations:

Main Campus	Farmington House	Tunxis@Bristol (leased)
271 Scott Swamp Road	258 Scott Swamp Road	430 North Main Street
Farmington, CT 06032	Farmington, CT 06032	Bristol, CT 06010
860-773-1300	N/A	860-314-4700
Spring Lane		
21 Spring Lane		
Farmington, CT 06032		
N/A		

Federal Directives

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act): The Clery Act defines the specific responsibilities for colleges and universities to make the campus community aware of crimes that have occurred and necessitate caution on the part of students and employees, and for providing annual reports on campus crime statistics.

As required by the Act, “timely warnings” will be provided to the community in the event of a reported crime, either on campus or off, that, in the judgment of the CEO, Dean of Student Affairs or President’s designee, constitutes an ongoing or continuing serious threat to the TCC community TCC will also “immediately” notify the campus community upon the confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or staff occurring on campus. The warning may be issued through the use of a variety of sources used to provide emergency notifications. The warning may be issued through the use of a variety of sources which may include, but are not limited to, the methods listed under Public Information Notifications on page 18.

The Dean of Student Affairs will be responsible for publishing annual crime statistics as required by the Clery Act. This information is available both in hard copy as well as posted on the college website and college intranet.

State Directives and Policies

Tunxis policies, programs and procedures comply with State of Connecticut statutes, including Public Act 14-11, An Act Concerning Sexual Assault, Stalking and Intimate Partner Violence on Campus, Public Act, Sec. 10a-55 and all applicable laws.

College and Board of Regents Policies

The college and the Board of Regents have established policies that specifically address environmental and occupational safety, violence prevention, and employment practices. There are additional policies that cover authorized and emergency closings, safeguarding institutional assets and information, prohibited conduct regarding alcohol and drugs, anti-discrimination and harassment prevention. The catalog may be found on the college website here:

<https://www.tunxis.edu/academics/course-schedule/>

Board of Regents and Community College policies may be found here:

<https://www.ct.edu/hr/policies>

Policies listed in the Catalog include the following:

- Racism and Acts of Intolerance
- Sexual Harassment
- Information Technology Resources
- Acceptable Use Policy – Board Policy IT-001
- Electronic Communications Policy – Board Policy IT-002
- Policy on Student Conduct
- Notification of Rights Under the Family Educational Rights and Privacy Act (FERPA) – Board Policy 5.7
- English As A Second Language
- Statement on Drug and Alcohol Abuse
- AIDS and Other Communicable Diseases – Board Policy 2.10
- Statement on Violence Prevention and Response – Board Policy 2.13
- Reporting Threats or Violent Acts – Board Policy 2.13
- Campus Safety Efforts
- Sex Offenders on Campus – Board Policy 5.1.1
- Policy Regarding Reporting Suspected Abuse or Neglect of a Child
- Electronic Device Policy

Crime Reporting Procedure

TCC does not have campus Police. State police have jurisdiction over TCC as a state property. Farmington Police normally are first responders to incidents on campus. Bristol Police are normally first responders to incidents at the Tunxis@Bristol site. Students and employees are encouraged to report all crimes to the Farmington, Bristol and/or State Police.

Farmington Police	911 or 860-675-2400
Bristol Police	911 or 860-584-3011
State Police – Troop H	911 or 800-968-0664 or 860-534-1000

Community members, students, faculty, staff and guests are encouraged to report all crimes and public safety related incidents in an accurate and timely manner. Clery Act crimes need to be reported for the school and police authorities to respond, for the purpose of making timely warning reports and inclusion in the annual statistical disclosure. When in doubt, always err on the side of caution.

To report a crime or an emergency on the Farmington campus, call:

Welcome Center	860-773-1300	
Security Cell Phone	860-541-0800	
Security Office	860-773-1328	Only for non-urgent messages

Operators are available at the Welcome Center to take your call during the semester as follows:

Monday - Thursday	9:00 a.m. – 7:00 p.m.
Friday	12:00 p.m. – 3:00 p.m.
Saturday	Closed
Sunday	Closed

When the semester is not in session operators are available during business hours, Monday through Friday. Any suspicious activity or person seen in the parking lots, loitering around vehicles, insider or around buildings on campus should be reported to Security.

To report a crime or an emergency at the Bristol Career Center, call 860-773-1462 to speak to Director of Business & Industry Services & Workforce.

To report a non-emergency or public safety related matter, call the Dean of Student Affairs at 860-773-1302.

The individuals to whom students and employees should report Clery Act crimes are as follows:

Security Guards	Director, Business & Industry Services, Tunxis@Bristol
Deputy Title IX Coordinator	Student Advocate
Director of Facilities	Dean of Student Affairs

If assistance is required from the State Police, Farmington or Bristol Police Departments, or Farmington or Bristol Fire Departments, Tunxis personnel will contact the appropriate unit. If a sexual assault or rape should occur, Tunxis will follow the procedures outlined in Public Act 14-11, including activation of the TCC [Campus Resource Team](#) listed on page 29.

The Daily Crime Log is maintained by the Administrative Assistant to the Dean of Student Affairs. The Dean maintains the log in the absence of the Administrative Assistant. The public may review the Daily Crime Report by calling the Dean of Student Affairs' Office at 860-773-1303.

Violations of student codes of conduct are reviewed by the Dean of Student Affairs for potential action.

In the event of a reported criminal situation that constitutes an ongoing or continuing serious threat to the TCC community, TCC would issue a timely warning.

Reporting or Disclosing Sexual Assault, Sexual Harassment, Dating or Intimate Partner Violence, or Stalking Procedures

Individuals who feel they are the victim of any sexual offense are urged to file a complaint with the Deputy Title IX Coordinator and the Connecticut State Police.

Deputy Title IX Coordinator	Charles Cleary	860-773-1302
Student Advocate	Stacey Palumbo	860-773-1493

All college employees are mandated reporters. Employees are required to complete a reporting form and submit it to the Deputy Title IX Coordinator. This form must be submitted even if a student accidentally discloses an incident of sexual misconduct. The primary goal is to provide support to a complainant of sexual misconduct.

When a student or employee reports to TCC that the student or employee has been a complainant of dating violence, domestic violence, sexual assault or stalking, whether the offense occurred on or off campus, TCC will provide the student or employee with a written explanation of the student's or employee's rights and options for available assistance in how to request changes to academic, transportation and working situations and protective measures.

Complainants of sexual offenses should be assured the college will provide resources, including but not limited to treatment through local emergency services and police assistance.

Individuals who feel they are the victim of any sexual offense are urged to file a complaint with the Deputy Title IX Coordinator and the Connecticut State Police. Complainant/victims may decline to notify such authorities. Complainant should seek immediate medical assistance as there may be internal or external injuries and may need treatment for disease or infection. Physical evidence of a sexual assault, which includes but is not limited to hair and body fluid transfer, is highly perishable and all efforts should be made to preserve it. This may assist in proving that the alleged criminal offense occurred. A complainant of a sexual assault should not wash or change clothing until instructed by law enforcement or medical personnel. Complainants have options regarding involvement of law enforcement authorities, including declining to notify such authorities or have assistance by the campus with law authorities. Complainants should discuss options with the Deputy Title IX Coordinator.

The procedure to report or disclose sexual assault, sexual harassment, dating or intimate partner violence or stalking is as follows:

1. Report the incident (to the Deputy Title IX Coordinator)
2. Meet with Deputy Title IX Coordinator and Student Advocate
3. Meet with a Student Affairs Conduct Officer
4. Conduct Officer investigates
5. Sanctions are determined
6. Request to Chief Executive Officer for review

Every complainant has the right to:

- Be present, equal opportunity to present witnesses and evidence
- An adequate, reliable and impartial investigation of the complaint
- Be notified of the time frame within which the investigation will be conducted
- Be notified of the right to appeal, if any – both complainant and respondent entitled to same rights
- Have the complaint decided by using a preponderance of the evidence – more likely that the sexual harassment or violence occurred
- Be notified in writing of the outcome
- Know sanctions imposed when they directly relate to the harassed student including restraining orders, suspension, transfers to other classes

The disciplinary procedures used by TCC are outlined in the Appendix attached to the end of this report. This lists the Policy on Student Conduct, including sanctions and additional hearing procedures for sexual misconduct cases as well as the following elements:

- The standard of evidence
- Sanctions
- A prompt, fair and impartial process
- The training will be conducted by officials annually trained
- Provide respondent & complainant with the opportunity to have others present
- Not limit the choice of advisor
- Require various elements in writing to both the complainant and the respondent

The Deputy Title IX Coordinator will offer the complainant written notification of a range of protective measures, including assisting the complainant in notifying law enforcement authorities, if the complainant chooses. Other measures may include class changes, requesting accommodations for classwork and exams, referral to counseling services and working with the complainant to aid recovery. The Student Advocate will work with the respondent to ensure due process.

All college employees are mandatory reporters. Employees do not have the option of declining to notify authorities once the complainant has divulged information requiring notification.

The Deputy Title IX Coordinator will work with the Dean of Student Affairs (if Coordinator is not Dean of Student Affairs) and Interim Dean of Academic Affairs to ensure the complainant's rights under orders of protection, 'no contact,' or restraining orders are protected. Such measures are confidential to the extent that they would not impair the ability of TCC to provide the accommodations or protective measures.

TCC Human Resources and TCC's Deputy Title IX Coordinator will provide written notification to students and employees about existing counseling, health, mental health, victim advocacy and legal assistance, visa and immigration assistance, financial aid and other services for complainants on campus and within the community.

TCC will provide written notification to complainants about options for available assistance how to request changes to academic and campus working situations. TCC does not have residences, and students are responsible for their transportation to and from campus. TCC will try to assist students with these issues to the extent the college is able.

Complainants are urged to seek counseling and emotional assistance. Counseling services can be initiated through the College's Counseling department. [Off-campus resources](#) are listed on page 21. The college also has a Campus Resource Team. This consists of Tunxis employees, state and local resources who assist the college in responding to incidents of sexual violence. The [team members](#) can be found on page 29.

The college will make every feasible effort to preserve the confidentiality of and prevent the disclosure of the identities of the parties involved in a sexual misconduct matter. However, information regarding alleged sexual misconduct must be handled in accordance with applicable state and federal laws. Individuals should understand, for example, the under conditions of imminent harm to the community, the college may be required by federal law to inform the community of the occurrence of the incident/s of sexual misconduct. The Deputy Title IX Coordinator will inform the person requesting confidentiality if the college cannot ensure confidentiality.

Clery Act crimes must be disclosed. Complainants are assured that the daily crime log, annual security report and other documentation available to the public will not contain personally identifying information about the complainant.

TCC will, upon written request, disclose to the alleged complainant of a crime of violence (as that term is defined in Section 16 of Title 18, United States Code), or a non-forceful sex offense, the report on the results of any disciplinary proceeding conducted by such institution against a student who is the alleged perpetrator of such a crime or

offense. If the alleged complainant is deceased as a result of such crime or offense, the next of kin of such complainant shall be treated as the alleged complainant for purposes of this paragraph. TCC will disclose results upon written request to a complainant's next of kin in cases where the crime resulted in the complainant's death.

TCC will provide both the complainant and the respondent with simultaneous written notification of any result, any change to the result, and when such results become final of any institutional disciplinary proceeding that arises from an allegation of dating violence, sexual assault or stalking. In this circumstance, the complainant does not need to make a written request.

TUNXIS COMMUNITY COLLEGE POLICY ON SEXUAL ASSAULT, SEXUAL HARASSMENT, DATING OR INTIMATE PARTNER VIOLENCE OR STALKING

Tunxis Community College prohibits the crimes of dating violence, domestic violence, sexual assault and stalking as those terms are defined for purposes of the Clery Act.

Sexual assault occurs when a person performs or compels another person to perform a sexual act or to have any form of sexual contact without consent. Rape is a specific sexual assault that involves any vaginal, oral, anal or urethral penetration with any body part or object without consent.

Sec. 10a-55m. (a) (1) "*Affirmative Consent*" means an active, clear and voluntary agreement by a person to engage in sexual activity with another person.

Lack of consent may result from the impairment of the victim which can include being under the influence of alcohol or other substances, or physical helplessness of the victim. Lack of consent may also result from intimidation to include physical force to silence the victim.

Attempted sexual assault or rape occurs when a person intends to commit the offense and engages in conduct that would lead to it. Prohibited conduct includes sexual assault, rape, attempted sexual assault, indecent exposure, voyeurism, or possession or distribution of illegal pornography. In addition, sexual assault and other sexual offenses are illegal under Connecticut General Statutes and may be prosecuted in a court of law.

Any behavior that constitutes a sexual offense under this policy, or other sexual offenses that are criminal in nature are subject to disciplinary action, whether or not criminal charges are filed.

Information about sexual violence and interpersonal violence is available on the college website here:

<http://www.tunxis.edu/college-information/sexual-assault-and-interpersonal-violence/>

Policy on Drugs and Alcohol

Tunxis Community College has a zero tolerance policy on the possession, use or sale of drugs and alcohol on campus in accordance with Board policy on drugs and alcohol, listed below. The policy may also be accessed as link on the college's website here:

<http://tunxis.edu/college-information/consumer-information/>

It can also be found in the Student Handbook, located here:

<http://www.tunxis.edu/college-information/student-handbook/>

No student or employee shall knowingly possess, use, distribute, transmit, sell or be under the influence of any controlled substance on the college campus or off the college campus at a college-sponsored activity, function, or event.

Use or possession of a drug authorized by a medical prescription from a registered physician shall not be a violation of this provision.

Tunxis Community College's standards of conduct follow Public Law 101-226, the Drug Free Schools and Communities Act. The Annual Notice is posted here:

<https://www.tunxis.edu/college-information/consumer-information/> The standards of conduct prohibit unlawful possession, use or distribution of illicit drugs or alcohol by students, employees or visitors on the college campus or at college activities. Any person knowingly and unlawfully possessing, using, transmitting, selling or being under the influence of any dependency producing drug or alcohol on campus or at any college sponsored activity or event may be subject to disciplinary action.

The use of alcohol at any college activity on or off campus is prohibited unless the College CEO approves prior authorization. The president has established the following procedure regarding requests for the serving of alcoholic beverages at college functions:

1. Any request to serve alcoholic beverages must be consistent with the Board of Trustees for Community-Technical Colleges' Policy 4.15, "Drugs & Alcohol Policy in the Community Colleges."

2. The request must be submitted in writing to the Dean of Student Affairs at least four (4) weeks in advance of the event.
3. If the sale of alcohol is being solicited, the request must demonstrate that a temporary permit for the sale of alcoholic beverages will be obtained and dram shop act insurance will be purchased.
4. A paragraph in the request must describe how alcohol will be made available only to legal age students and/or guests. This includes students bringing in their own alcoholic beverages, or beverages being provided free when purchased by a student organization or other group.
5. The request must include a plan for a visible educational program display or presentation urging responsible drinking of alcoholic beverages during the event.
6. Once the Dean of Student Affairs has reviewed the request for all necessary compliance, the request will be forwarded to the College CEO for final decision.
Note: under no conditions will alcoholic beverages be purchased for consumption with monies from the General or Operating funds of this College.

Drug and Alcohol Education

The Counseling Office, Student Government and the Office of the Dean of Student Affairs offer programming and resources for students and employees. Employee Assistance Program (EAP) is a professional, free and confidential service for employees that is equipped to handle drug and alcohol issues that employees may experience. Their website is here:

<http://www.solutions-eap.com/>

Policy on Weapons

Board Policy states, the use or possession of weapons, as defined in Section 53-206 of the Connecticut General Statutes, is prohibited on college campuses. All reported incidents of violence will be taken seriously and will be dealt with appropriately, including prompt evaluation, investigation and response. Any weapon or dangerous instrument will be confiscated and turned over to appropriate law enforcement/public safety authorities. There is no reasonable expectation of privacy with respect to such items on campus. Violations of this policy may lead to disciplinary action up to and including dismissal from employment or expulsion from the college. Violations may also result in criminal penalties.

Policy Statement Addressing Sex Offender Registration

The Campus Sex Crimes Prevention Act of 2000 requires institutions of higher education to issue a statement advising the campus community where law enforcement information may be obtained. It also requires sex offenders who are already required to register in a State to provide notice of each institution of higher education in that State, at which the person is employed, carries on a vocation or is a student.

In the State of Connecticut, convicted sex offenders must register with the Sex Offender Registry maintained by the Connecticut Department of Public Safety, Division of State Police, Sex Offender Registry Unit, pursuant to Connecticut General Statutes 54-250.

The Sex Offender Registry information provided under this law is intended to be used for such purposes as the administration of criminal justice, screening of current or prospective employees and volunteers or otherwise for the protection of the public in general and children in particular. Unlawful use of the information for purposes of intimidating or harassing another is prohibited and a willful violation shall be punishable by law.

The Connecticut Sex Offender Registry may be accessed online here:

<http://www.communitynotification.com>.

Campus Safety and Crime Prevention Programs

TCC addresses campus safety and crime prevention programs and issues with the campus community through a variety of venues:

- Student handbook, posters and campus-wide announcements
- Showings of the videos "Shots Fired" and "Flashpoint"
- Events sponsored by the Office of the Dean of Student Affairs, Counseling Office, Student Government Association and Criminal Justice Department
- Pre-COVID in October the College usually hosts a Health Fair
- Pre-COVID every spring the College hosts a Public Safety Fair

myCommNet Alert

myCommNet Alert is the emergency alert system used by the Connecticut Community Colleges. The system is also used for weather-related closings and delays. Alerts may be sent via text, email and/or voice message. All students and employees are automatically enrolled. Students, faculty and staff may edit or update at <http://my.commnet.edu>. Members of the public interested in receiving alerts may contact the Dean of Student Affairs at 860-773-1480. Standard text rates apply.

Multi-Campus Hazard Mitigation Plan

On June 2, 2017 the U.S. Department of Homeland Security approved the Connecticut State College & University's (CSCU) Multi-Campus Hazard Mitigation Plan for a period of five years. Links to the plan will be placed on the college website. Questions about the plan, its elements and its development may be directed to the Dean of Student Affairs or Director of Facilities.

PUBLIC INFORMATION NOTIFICATIONS

Announcements regarding emergencies and/or weather closings are issued in an appropriate and timely manner. Information may be issued several ways:

- Email to employee and college-issued student emails
- Hallway electronic message signs
- Weather-emergency line: 860-773-1301
- Tunxis webpage: www.tunxis.edu
- Tunxis Facebook account: www.facebook.com/tunxis
- Tunxis Twitter account: www.twitter.com/tunxiscc
- [Tunxis Instagram account: https://www.instagram.com](https://www.instagram.com)
- [Notices or posters placed on bulletin boards, entrances to the college](#)
- [myCommNet Alert – the Board of Regents emergency notification system which relays information via text, email and/or voice message](#)
- Broadcast message over campus phones
- Television & radio:

Television

Channel 3	WFSB
Channel 30	WVIT
Channel 8	WTNH
Channel 61	WTIC

Radio

WTIC – AM	1080	WRCH – FM	100.5
WTIC – FM	96.5	WZMX – FM	93.7

Tunxis Community College Campus Resources

Security Officer Cell Phone	860-541-0800
Welcome Center	0 from a campus phone or 860-773-1300
Dean of Student Affairs	860-773-1480
Deputy Title IX Coordinator	860-773-1302
Student Advocate	860-773-1493
Counseling Office	860-773-1510
Veterans' OASIS	860-773-1364
Tunxis@Bristol	860-773-1462

Campus Safety Videos

The college has video resources with suggestions for being safe in emergencies and responding to disturbing behaviors.

Flash Point on Campus

<https://www.youtube.com/watch?v=VZqmpvFiZ8>

Shots Fired on Campus

<https://www.youtube.com/watch?v=9KOisTH66B4>

The Board of Regents encourages all community members to watch the Run, Hide, Fight video developed by Florida State University:

<https://www.youtube.com/watch?v=TyuSws1c2Jw>

Annual Security Report

<https://www.tunxis.edu/college-information/2020-annual-security-report/>

The Emergency Response Plan, Drug Free Schools and Communities Act, Biennial Review of the Drug Free Schools and Communities Act, Exposure Control Plan and Hazard Communication Program may be found on the Consumer Information page of the college website here:

<http://www.tunxis.edu/college-information/consumer-information/>

Chemical Hygiene Plan*

https://www.commnet.edu/tx_acad/Science%20Laboratories%20-%20Health%20and%20Safety.htm

Crisis Services

<https://www.tunxis.edu/student-services/crisis-services/>

Behavioral Intervention Team Webpage

<http://www.tunxis.edu/offices-departments/behavioral-intervention-team/>

Hard copies of the Annual Security Report, Emergency Response Plan, Security Protocol Plan, Hazard Communication Program & Exposure Control Plan are available from the Dean of Student Affairs Office, Room 1-116 in the 100 Building.

Tunxis Community College Off-Campus Resources

Wheeler Clinic, Inc.
91 Northwest Drive
Plainville, CT 06062
Main Number: 888-793-3500
Community Response Team: 860-747-8719
www.wheelerclinic.org

University of Connecticut Health Center
263 Farmington Avenue
Farmington, CT 06030
1-84-GET-UCONN
www.uhc.edu

CT Alliance to End Sexual Violence
Statewide 24-hour toll-free hotline
1-888-999-5545 English
1-888-568-8332 Español
www.endsexualviolencect.org

Hospital of Central Connecticut
100 Grand Street
New Britain, CT 06052-2017
860-224-5011
www.thocc.org

National Suicide Prevention Lifeline
1-800-273-TALK (8255)
www.suicidepreventionlifeline.org

Community Health Resources (CHR)
1-877-884-3571
www.chrhealth.org

InterCommunity (IC)
111 Founders Plaza, 18th Floor
East Hartford, CT 06108
860-569-5900
www.intercommunityct.org

Not Alone (White House 2017 Task Force)
<https://www.whitehouse.gov/sites/whitehouse.gov/files/images/Documents/1.4.17.VAW%20Event.TF%20Report.PDF>

Dept. of Mental Health & Addiction Services
Mobile Crisis Team
500 Vine Street
Hartford, CT 06112
860-297-0999
<http://www.ct.gov/dmhas/cwp/view.asp?a=2902&q=335256>

RESOURCES
Tunxis Community College
Off Campus Resources

Farmington Valley Health District
95 River Road, Suite C
Canton, CT 06019
860-352-2333
<http://fvhd.org/>

American Red Cross
209 Farmington Ave.
Farmington, CT 06032
877-287-3327
<http://www.redcross.org/ct>

Alcoholics Anonymous
1-866-STEPS12
<http://www.ct-aa.org/home/>

Al-Anon
888-4AL-ANON (888-425-2666)
<http://www.al-anon.alateen.org/>

Rape, Abuse & Incest National Network (RAIN)
National Sexual Assault Hotline:
1-800-656-HOPE (4673)
<https://www.rainn.org/>

Salvation Army Homeless Shelter
78 Franklin Square
New Britain, CT 06051
860-225-8491
<http://www.salvationarmyusa.org/>

Prudence Crandall Center for Women
594 Burritt Street
New Britain, CT 06050
860-225-5187
<http://prudencecrandall.org/>

VA Connecticut Healthcare
System Newington Campus
555 Willard Avenue
Newington, CT 06111
860-666-6951
<http://www.connecticut.va.gov/>

Vet2Vet Veterans' Crisis Hotline
1-877-VET-2-VET (838-2838)
<http://vet2vetusa.org/>
CT Coalition against Domestic Violence
(CCADV)
888-774-2900
844-831-9200 Español
<http://www.ctcadv.org/>

Veterans' Crisis Hotline
1-800-273-8255, press 1
<http://www.veteranscrisisline.net/>

**SAFE (Sexual Assault Forensic Examiner) Hospitals –
Specialize in Responding to Complainants of Sexual Assault**

<http://www.assaultservicesknowledge.org/ct/get-medical-help/medical-forensic-exams>

Hartford Hospital

800 Seymour Street
Hartford, CT 06102
860-545-0000

<http://www.harthosp.org>
<http://www.harthosp.org/locations/new-britain-general-campus>

The Hospital of Central CT (N.B. Campus)

100 Grand Street
New Britain, CT 06052
860-224-5011

<https://thocc.org/services/emergency-services/clinics-locations/new-britain-general-campus>

Manchester Memorial Hospital Middlesex Hospital

71 Haynes Street
Manchester, CT 06040
860-646-1222

<https://middlesexhealth.org/>
[hospital](https://middlesexhealth.org/hospital)

28 Crescent Street
Middletown, CT 06457
860-358-6000

<https://www.echn.org/location/manchester-memorial-hospital>

St. Francis Hospital

114 Woodland Street
Hartford, CT 06105
860-714-4000

<http://www.stfranciscare.org>

Windham Hospital

112 Mansfield Avenue
Willimantic, CT 06226
860-456-9116

<https://windhamhospital.org/>

Sexual Assault & Interpersonal Violence Resources

Tunxis Title IX Flyer

<https://admin.studentsuccess.org/download/584>

Sexual Assault and Interpersonal Violence - What You Need to Know

<http://www.tunxis.edu/college-information/sexual-assault-and-interpersonal-violence/>

Sexual Violence Prevention Videos

Tunxis Take a Stand Video

<https://youtu.be/I7OoKoTayBI>

Stalking

<http://youtu.be/8VrLr5Q3q9w>

It's on Us Video

<https://www.youtube.com/watch?v=2H5XxbFISY8>

**Tunxis Community College
2020-2021 Crisis Management Team**

Name	Title	Work Phone
Boulay, Caroline	Librarian	773-1546
Cleary, Charles**^	Dean of Student Affairs, Deputy Title IX Coordinator	773-1302
Collins, Deborah	Director, Early Childhood Center	773-1346
Cullinane, Kirstin	Academic Associate	773-1665
Feest, Amy	Interim Dean of Academic Affairs	773-1631
Jensen, Todd	Adjunct, Sciences	773-1704
LaPorte, Christopher^	Director of Student Activities	773-1362
Lodovico, John^	Director of Facilities	773-1321
Lombella, James	Regional President, North-West Region	723-0625
Machado, Tatiana	Assistant Professor, Program Coordinator, Business Administration	773-1628
Mead, Steven	Coordinator of Academic Information Technology	773-1384
Pavelchak, Deborah	Executive Assistant to the Chief Executive Officer	773-1769
Reome, Darryl	Chief Executive Officer	773-1482
Waterhouse, Jessica**	Professor, Criminal Justice	773-1646

*^Member of Emergency Medical Response Team ** Co-Chairs, Crisis Management Team*

**Tunxis Community College
2020-2021 Emergency Medical Response Team**

Employees certified in First Aid and Automated External Defibrillator (AED)

Name	Title	Work Phone	Expiration	Location
Cardoso, Jenny	Research Assistant	773-1411	2022	100 Building, Institutional Research
Cleary, Charles*	Dean of Student Affairs, Deputy Title IX Coordinator	773-1302	2022	100 Building, 1-116
Crowe, Peter	General Trades Worker	773-1327	2022	600 Building, 6-088
Edwards, Brittany	Dental Clinic Associate	773-1681	2022	Faculty
Foster, Ashley	Library Associate	773-1549	2022	700 Building, Circulation Desk
LaPorte, Christopher	Director of Student Activities	773-1362	2022	100 Building, Student Lounge
Lewis, Brett	Maintainer	773-1326	2022	600 Building, 6-088
Lodovico, John	Director of Facilities	773-1321	2022	100 Building, CEO's Office
Lozada, Helen	Academic Advisor	773-1516	2022	100 Building – Counseling
Peters, Kirk	Full-Time Lecturer, FYE	773-1697	2022	Faculty
Woolford, Adam	Tutor	773-1531	2022	Academic Success Center

* Chair, Emergency Medical Response Team

**Tunxis Community College
2019-2020 Behavioral Intervention Team**

Name	Title	Work Phone
Cleary, Charles*	Dean of Student Affairs, Deputy Title IX Coordinator	773-1302
Craven, Vivian	Counselor	773-1506
LaPorte, Christopher	Director of Student Activities	773-1362
Lodovico, John	Director of Facilities	773-1321
Lombella, James	Regional President, North-West Region	723-0625
Mountassir, Mohamed	Chair, Health & Safety Committee	773-1528
Reilly-Roberts, Judith	Counselor	773-1507
Reome, Darryl	Chief Executive Officer	773-1482
Waterhouse, Jessica	Professor, Criminal Justice	773-1646

**Chair, Behavioral Intervention Team*

**Tunxis Community College
2020-2021 Health & Safety Committee**

Name	Title	Work Phone
Annecharico, Erin	Program Coordinator, Dental Assisting	773-1680
Clark, Robert	Professor, Math	773-1612
Cleary, Charles	Dean of Student Affairs, Deputy Title IX Coordinator	773-1302
Colangelo, Ken	Information Technology Technician II	773-1409
Craven, Vivian	Counselor	773-1506
Crowe, Peter	Building Superintendent	773-1327
Hanson, Alva	Instructor, First Year Experience	773-1650
Lavin, Robert	Network Administrator	773-1618
Lodovico, John	Director of Facilities	773-1321
Mountassir, Mohamed*	Math Tutor	773-1528
Perri, Behnaz Sirois, Lori	Librarian Facilities Scheduler	773-1552 773-1735

**Chair, Health & Safety Committee*

**Tunxis Community College
2020-2021 Campus Resource Team**

Name	Title	Affiliation
Cleary, Charles*	Dean of Student Affairs, Deputy Title IX Coordinator	Tunxis Community College
Craven, Vivian	Counselor	Tunxis Community College
Garcia, Matthew	Sergeant	CT State Police Sex Offender Registry
Vacancy	TBD	Prudence Crandall Center, Inc.
Mountassir, Mohamed	Chair	TCC, Health & Safety Committee
Lodovico, John	Director of Facilities	Tunxis Community College
Melanson, Paul	Chief of Police	Farmington Police Department
Palumbo, Stacey	Student Advocate	Tunxis Community College
Vacancy	Campus Advocate	YWCA
Waterhouse, Jessica	Professor, Criminal Justice	Tunxis Community College

**Chair, Campus Resource Team*