



Career & Technology  
Education Centers  
Licking County

2016

Crime Awareness and Campus Security Information

Drug and Alcohol Prevention



## **Campus Security Act**

Jeanne Clery, a 19-year-old Lehigh University freshman, was assaulted and murdered in her dorm room in April 1986. The Jeanne Clery Act was enacted in the belief that crime awareness can prevent campus victimization. The law requires colleges and universities receiving federal funding to prepare, publish and distribute, by October 1 of each year, campus security policies and crime statistics. These campus security policies and crime statistics must be distributed through appropriate publications or mailings, to all current students and employees, and made available to any applicant for enrollment or employment upon request.

Choosing a postsecondary institution is a major decision for students and their families. Along with academic, financial and geographic consideration, the issue of campus safety is a vital concern. In 1990, congress enacted the Crime Awareness and Campus Security Act of 1990 (Title II of Public Law 101-542), which amended the Higher Education Act of 1965 (HEA). This act required all postsecondary institutions participating in HEA's Title IV student financial assistance programs to disclose campus crime statistics and security information. The Act was amended in 1992, 1998, and 2000. The 1998 amendments renamed the law the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act. It is generally referred to as the Clery Act.

In 2008, the Higher Education Opportunity Act or HEOA (Public Law 110-315) reauthorized and expanded the Higher Education Act of 1965, as amended. HEOA amended the Clery Act and created additional safety and security related requirements for institutions. The Clery Act requires reporting of crimes in seven major categories, some with significant sub-categories and conditions:

1. Criminal Homicide
  - a. Murder & Non-negligent manslaughter
  - b. Negligent manslaughter
2. Sex Offenses
  - a. Forcible
  - b. Non-Forcible
3. Robbery
4. Aggravated Assault
5. Burglary, where:
  - a. There is evidence of unlawful entry (trespass), which may be either forcible or not involve force.
  - b. Unlawful entry must be of a structure – having four walls, a roof, and a door.
6. Motor Vehicle Theft
7. Arson

Schools are also required to report statistics for the following categories of arrest or referrals for campus disciplinary action (if an arrest was not made):

1. Liquor Law Violations
2. Drug Law Violations
3. Illegal Weapons Possession

Hate crimes must be reported by category of prejudice, including race, gender, religion, sexual orientations, ethnicity, and disability. Statistics are also required for four additional crime categories if the crime committed is classified as a hate crime:

1. Larceny/Theft
2. Simple Assault
3. Intimidation
4. Destruction/Damage/Vandalism of Property

## **Violence Against Women Reauthorization Act of 2013 (VAWA)**

On October 20, 2014, the US Dept. of Education – Office of Post-Secondary Education published in the Federal Register the final regulations regarding the implementation of the Violence Against Women Reauthorization Act of 2013 (VAWA) (Pub. Law 113-4). Among other provision, this law amended section 485(f) of the Higher Education Act of 1965, as amended (HEA), otherwise known as the Clery Act (20 U.S.C. 1092(f)). This act was signed into law by President Obama on march 7, 2013. Pursuant to this bill, all post-secondary institutions that participate in federal student aid (Title IV) programs are required to be in compliance with the provisions of the VAWA no later than July 1, 2015.

Included in this bill was the Campus Sexual Violence Elimination Act (Campus SaVE), which amends the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act). SaVE required colleges and universities, both public and private, participating in federal student aid programs to increase transparency about the scope of sexual violence on campus, guarantee victims enhanced rights, provide for standards in institutional conduct proceedings, and provide campus community wide prevention educational programming. Institutions must implement SaVE no later than October 1, 2014 – in effect by the 2014-2015 academic year.

The Clery Act requires post-secondary institutions that participate in Title IV programs to comply with certain campus-safety and security-related requirements. The VAWA amended the Clery Act to require institution, beginning with the 2013 calendar year, to collect and report statistics on incidents of dating violence, domestic violence, sexual assault and stalking occurring on-campus, on public property within or immediately adjacent to the campus, and at non-campus properties like off-campus student organizations housing and remote classrooms. Institutions are also required to include certain policies, procedures, and programs pertaining to these incidents in their annual security reports.

More specifically, the VAWA requires participating Title IV institutions to:

- Maintain statistics on the number of incidents of sexual assault, domestic violence, dating violence, and stalking that occur within Clery geography and are reported to campus security authorities/law enforcement;
- Provide to incoming students and new employees and describe in their annual security reports primary prevention and awareness programs. These programs must include: a statement that the institution prohibits the crimes of dating violence, domestic violence, sexual assault, and stalking;
- Provide and describe in their annual security reports, ongoing prevention and awareness campaigns for students and employees. These campaigns must include the same information as the institution's primary prevention and awareness program;
- Describe each type of disciplinary proceeding used by the institution; the steps, timelines, decision making process for each type of proceeding, how to file a complaint, and how the institution determines which type of proceeding to use;
- List all possible sanctions that the institution may impose following the results of any disciplinary proceedings for an allegation of dating violence, domestic violence, sexual assault, or stalking;
- Describe the range of protective measures that the institution may offer following an allegation of dating violence, domestic violence, sexual assault, or stalking;

- Describe the institution's procedures once an incident of dating violence, domestic violence, sexual assault, or stalking is reported;
- Provide for a prompt, fair, and impartial disciplinary proceeding;
- Provide information about how the institution will protect the confidentiality of victims;
- Provide written notification of students about existing counseling, health, mental health, victim advocacy, legal assistance, and other services available for victims on-campus and in the community;
- Provide written notification of victims about options for changing academic, living, transportations, and working situations, if requested by the victim and such accommodations are reasonably available; and
- Provide a written explanation of student or employee rights and options to any student or employee that reports to the institution that they have been a victim of dating violence, domestic violence, sexual assault, or stalking.

The above listing of requirements does not constitute the full range of mandates placed upon post-secondary institutions by the VAWA. You can read the full text of the bill in the Federal Register/Vol. 79, No. 202, and there is a synopsis of the requirements available through the Clery Center for Security on Campus at [www.clerycenter.org](http://www.clerycenter.org).

### **Campus Safety and Security Survey**

The Career and Technology Education Centers of Licking County (C-TEC) annually reports campus crime statistics and fire statistics as required by the Higher Education Act of 1965, as amended (HEA), and reauthorized in 2008. The school's Director of Adult Education reports via a web-based system provided by the United States Department of Education. The C-TEC annual Campus Safety and Security Survey is available through <http://ope.ed.gov/security>. The survey is also available through a link on the Adult Education landing page of the C-TEC website (<http://www.c-tec.edu/AE/>). **Crime statistics for 2013, 2014, and 2015 are available at the end of this report.** The statistics and report used to complete the survey are available in the Adult Education Director's Office.

### **In Case of an Emergency**

**For emergencies the C-TEC phones** are setup to dial **9-1-1** without need for any other digits. C-TEC has a School Resource Officer, Brian Thomas, who is a sworn officer of the Newark City Police Department. His hours are from 7:30 a.m. to 3:30 p.m. Monday – Friday. **Contact him during those hours by dialing ext. 2498 or 740-364-2498.** He is armed and has arrest authority. For on campus emergencies, **call Officer Thomas after calling 9-1-1.** Emergencies requiring immediate attention should also be reported to any Campus Security Authority after dialing 9-1-1. A Campus Security Authority is defined as any official of C-TEC who has significant responsibility for student and campus activities. These include persons from adult or secondary education specified as Manager on Duty, a program coordinator, the Adult Director or other administrative or counseling staff.

Students are encouraged to promptly report all crimes or accidents occurring on campus or during school activities off campus. **Call the campus receptionist at 740-364-2280 or Extension 2280 from a campus phone to reach the Manager on Duty.**

### **Incident/Accident and Emergency Notifications**

In the event of an Incident/Accident involving crimes that C-TEC is required to report and include in the Annual Security Report which poses a serious or ongoing threat to student employees, the Campus Security Officer will notify all students and staff via the Emergency Call System, flyers posted at strategic locations on campus, and the PA system. When issuing notifications under the Clery Act, C-TEC will withhold as confidential the names of victims.

In the event of an emergency, an announcement will be made to inform staff, students, and guests of the emergency procedures that will be followed, i.e., fire threat, severe weather threat, or school safety threat.

Fire drills will be conducted on a regular basis during the school year. Students, staff and guests will be alerted to a fire drill or an actual fire by the activation of the school's fire alarm system. Instructors will review fire drill procedures with their students during the first week of class. The staff on duty will supervise the orderly evacuation of the school. Evacuation routes are posted in each classroom and/or lab.

Tornado drills will be conducted during the tornado season in the spring. Students, staff, and guests will be alerted to a tornado drill or an actual tornado warning by broadcasting a siren throughout the school via the school's public address system. Instructors will review tornado drill procedures with their student during the first week of class.

School safety drills will be conducted during the school year. During the school safety drill, the instructors will review the appropriate procedures to follow in situations where students must be secured in their classrooms or labs, rather than being evacuated. Students, staff and guests will be alerted to a school safety drill or an actual school safety threat by the announcement of "Lockdown" over the school's public address system.

## **Campus Security Procedures**

The victim of a crime, and/or accident, should notify the proper authority at the appropriate building. The proper authority will contact the appropriate law enforcement agency regarding the crime, and/or accident. If the need should arise, a counselor is available to speak with victims on an individual basis.

### **Proper Authority**

#### **Security Officer & Fire Safety Officer**

**Name:** Lauren Massie  
**Title:** Adult Director  
150 Price Road  
Newark, OH 43055  
**Phone:** 740-364-2251

#### **Campus Law Enforcement Officer**

**Name:** Brian Thomas  
**Title:** Newark Police School Resource Officer  
150 Price Road  
Newark, OH 43055  
**Phone:** 740-364-2498

#### **Title IV Coordinator**

**Name:** Thomas Gamertsfelder  
**Title:** School Improvement Coordinator  
150 Price Road  
Newark, OH 43055  
**Phone:** 740-364-2203

### **Criminal Offense Log**

Both the high school and adult education departments maintain **Daily Crime Logs** which are made available for public viewing during regular business hours (8:30 a.m. to 6:00 p.m.). The Daily Crime Log records all reports of crimes made to Campus Security Authorities that have occurred on campus, in the immediate vicinity of the school or during school-related activities. The crime reports are logged by the date the report was filed and contains the date and time of the incident, a school assigned case number, nature of the crime, general location of where the incident happened and disposition of the incident if known. Entries to the Crime Log, including subsequent information, are recorded and made

available to the public within two business days. C-TEC may temporarily withhold information from the Daily Crime Log if there is clear and convincing evidence that the information would jeopardize an ongoing criminal investigation, safety of an individual, cause a suspect to flee or evade detection or result in destruction of evidence. A Daily Crime Log may be obtained on campus and will be issued within one business day of a request unless the disclosure is prohibited by law or would, as explained above, jeopardize the investigation or the safety of a person.

## **Education and Training**

C-TEC provides educational programming to all new students regarding the awareness of and prevention of domestic violence, dating violence, sexual assault, stalking and other inappropriate and/or criminal sexual behaviors. Such programming is provided to all new students as part of the Start Right Orientation process prior to starting class.

C-TEC provides educational programming to all new employees and staff regarding the awareness of and prevention of domestic violence, dating violence, sexual assault, stalking and other inappropriate and/or criminal sexual behaviors. Such programming is provided to all new employees and staff as part of the New Employee Orientation. All employees and staff will receive additional educational programming throughout each year of continued employment.

## **Safety and Security Guidelines/Crime Prevention**

Effective crime prevention begins with personal involvement and responsibility. By taking a few moments to think before acting, we can all make ourselves and others less likely to become victims. The following is a list of DO's and DON'Ts to protect your property and yourself:

- Do lock your car at all times – when parked and when driving.
- Do use lighted walkways when going to and from parking areas.
- Do report all crimes and/or suspicious activities to a Campus Security Authority promptly.
- Do mark your valuables (books, computers, tools, etc.) with your driver's license number.
- Do call a Campus Security Authority (740-364-2280) if you desire an escort.
- Do avoid events and people prone to use or distribute illegal drugs or alcohol or people and events known for excessive use of legal drugs and alcohol.
- Don't drink and drive.
- Don't date while you or your date are using drugs or consuming more than a very moderate amount of alcohol.
- Do ask a friend to walk with you to the parking lot or smoking area.
- Don't leave valuables in plain sight in your vehicle or leave them unattended in labs, break areas or classrooms.
- Do ask to be assigned a locker if one is available and use it.
- Don't leave purses, book bags, wallets, credit cards, cash or checks in unlocked desks or file cabinets.
- Don't use C-TEC wifi for credit/debit card transactions.
- Do report any security deficiencies you find such as broken doors or locks; inoperative lights; over grown shrubs and trees; broken sidewalks or handrails and other conditions.

## **Statement Regarding Sexual Misconduct**

### **Sexual Harassment and Offenses**

Students and staff at C-TEC have the right to an environment free of sexual harassment and intimidation, not only by persons in positions of power, but by any C-TEC employee or student. Sexual harassment constitutes a serious threat to the free interaction and exchange necessary for educational and personal development. Sexual harassment is not only a clear violation of school policy; it is a form of discrimination and is illegal. Students are protected under Title VII of the Civil Rights Act and Title IX of the Education amendments. It is also contrary to the purpose of C-TEC to equip our students with employable skills and habits. Engaging in harassment is one of the quickest ways to get fired from a job.

Although certain attitudes or patterns of behavior may seem harmless to some, harassment is a serious issue and all students and staff must be aware of its definition and consequences.

Sexual harassment is unwanted sexual attention such as staring, leering, ogling, sexual teasing, jokes, gestures, inappropriate touching, pressures for a date or sex, forced sexual relations or suggestions that sex can be exchanged for grades or a promotion. It can happen to both men and women, but women are more often the victims. Harassment may occur when a person in a position of control or influence over a person's grades, academic career, or job uses authority and power to gain sexual advantages and threatens or punishes for refusal.

Another form of sexual harassment is peer harassment (by other students), and includes many of the above unwanted actions. Sexual harassment committed by students is a serious offense which could lead to dismissal.

Victims of sexual harassment are encouraged to report such incidents promptly to any Campus Security Authority.

### **Sexual Assault**

If an individual is the victim of a sexual assault, formal charges alleging sexual assault occurring on campus may be lodged with any Campus Security Authority. C-TEC officials will help individuals obtain counseling and file formal reports. In the case of criminal sexual assault, it is extremely important that physical evidence be preserved.

The term "**sexual assault**" means an offense classified as **forcible or non-forcible** sex offense under the uniform crime reporting system of the Federal Bureau of investigation. These offenses include **domestic violence, dating violence, and stalking.** (See Appendix A for definitions.)

#### **What to do if you are sexually assaulted:**

- Find a safe environment away from your attacker and call 9-1-1 immediately! If possible, ask a trusted friend to stay with you. And remember, it's not your fault that you were attacked.
- Write down everything you can remember about your attacker (physical description, location of the attack, etc.) The sooner you record your memory of the assault, the greater value it will have in subsequent legal proceedings.
- Preserve evidence of the attack. Though you may want to, do not bathe or brush your teeth. Do not wash or get rid of any of the clothing that you were wearing.
- If the incident occurred on campus, immediately report the assault to any Campus Security Authority after calling 9-1-1. School officials will assist the victim in notifying the local law enforcement agency.
- Seek medical attention. Even if you don't think you're injured, it's important to test for STD's and pregnancy. Ask the hospital to conduct a rape kit exam and, if you think that you have been drugged, collect a urine sample for analysis by a lab.

#### **What to do if you are a bystander:**

- **Call 9-1-1**
- **Be a good witness.** As soon as possible write detailed notes such as identifying characteristics of perpetrator, specific actions, time, words spoken by the victim and perpetrator, weapons used, etc.
- **Make your presence known** as a witness. This may be the best way to stop the attacker.
- Other interventions should be safe and avoid exacerbating the violence toward you or the victim.
- Attend and comfort the victim afterward.
- Stay on the scene until the police arrive.

### **Sexual assault disciplinary procedure guarantees:**

- The accuser and the accused are entitled to the same opportunities to have others present during a campus disciplinary proceeding.
- Both the accuser and accused shall be informed of the outcome of any campus disciplinary investigation.
- The accuser and the accused will be treated with dignity, courtesy and professionalism.

Students found guilty of such violations under the school's code of conduct and Ohio law are subject to suspension and prosecution. The school will assist victims of sexual assault/harassment with escorts, schedule adjustments, or any other reasonable request that would make the victim safer or feel safer. For additional assistance or information for victims of sexual assault or rape contact:

- **Center for New Beginnings** (battered women's shelter) 60 N. 1<sup>st</sup> Street, Newark, 740-349-8719
- **Family Health Services of East Central Ohio** (Rape Crisis Center and HIV testing) 155 McMillan Drive, Newark, 740-344-9291
- **Licking County Prosecutor's Office** (victim advocate program) 20 S. Second Street, Newark, 740-670-7530
- **Newark Law Director** (victim advocate Program) 40 W. Main Street, Newark, 740-670-7880
- **Crisis & Information Center** (24-hour crisis line) 1627 Bryn Mawr Drive, Newark, 740-345-4357

### **Advice for instructors:**

Be vigilant! Be aware of your students' behavior and report signs of emotional or mental difficulties. Also be alert for signs of domestic violence or substance abuse. Early intervention may help the student avoid a destructive pattern or event. Note such signs as:

- Inability to concentrate
- Bruising
- Poor attendance
- Extreme nervousness
- Dilated pupils
- Outbursts of anger
- Depression

Contact the counseling office or the Manager on Duty if you observe any of these warning signs. Immediately report any suspicion of substance abuse.

### **Incident Reporting Procedures**

All emergencies should be reported to 911. After emergency personnel have been contacted, the respective Campus Security Officer should also be notified. The Campus Security Officer will record all reported crimes in the Crime Log. A student or employee who reports an incident of a prohibited activity, whether the offense occurred on or off campus, will be given a written explanation of his or her rights and options and will be required to complete an Incident/Accident Report Form, the Campus Security Officer will complete the report on his/her behalf. These above mentioned rights and procedures include, but are not limited to:

- Notification that the victim has the right to notify law enforcement authorities and that the Campus Security Office will provide assistance if the victim so chooses.
- Interim measures to protect the victim will be undertaken by C-TEC to include:
  - a) Confidentiality where due process allows, and
  - b) Separation from accused perpetrator.
  - c) Referral to counseling options available to the victim.



- d) Prompt, fair, and impartial investigation of the allegations.
- e) Sustaining any orders of protection, no-contact orders, restraining orders, or similar orders issued by a criminal, civil, or tribal court.
- Equal opportunity for both the victim and the accused perpetrator to:
  - a) Present evidence,
  - b) Have others present during an internal disciplinary proceeding, including the opportunity to be accompanied to any related meeting or proceeding by an advisor of their choice,
  - c) Be informed of the outcome of any related disciplinary proceeding, and
  - d) Appeal the results of any related disciplinary proceeding.
  - e) Prompt and equitable resolution, including,
    - Disciplinary hearing as required,
    - Notification of results of disciplinary hearing,
    - Right of appeal, and
    - Notice of resolution

Victims of sexual offense are strongly encouraged to examine all options available to them. C-TEC has established certain procedures it will follow upon the report of an incidence of domestic violence, dating violence, sexual assault, stalking, or other violation. The procedures will be conducted by officials who receive annual training on issues related to domestic violence, dating violence, sexual assault, and stalking, as well as how to conduct a hearing process that protects the victim's safety and promotes accountability. The victim, as well as C-TEC, must understand the importance of preserving evidence for proof of criminal domestic violence, dating violence, sexual assault, or stalking, or for obtaining a protection order.

### **Prohibition against Retaliation**

C-TEC prohibits retaliation by any individual against a person who exercises his or her rights or responsibilities under any provision of the Campus SaVE Act.

### **Drug and Alcohol Policy**

No alcohol or stimulant drugs will be permitted on the school property at any time in the interest of safety and the maintenance of a sound educational environment. Evidence of consumption on or off the premises of these substances will result in dismissal from class and could result in a five (5) day suspension from training for full-time students and two (2) class sessions for part-time students. Permanent termination from the program is possible depending on the situation at the discretion of the Director Adult Education. Instructors will notify the Director of Adult Education who will take the appropriate action.

Local, State, and Federal Laws and Sanctions (**See Appendix B & C**).

Applicable legal sanctions under local, state, or federal law for the unlawful use, possession or distribution of illicit drugs or alcohol are set forth in the referenced laws and are available upon request from the Director of Adult Education.

### **Health Risks**

Physical or psychological damage may occur when the following substances are abused. Here are some of the health risks related to each substance.

- **Anabolic-Androgenic Steroids.** Steroid users can experience serious cardiovascular, liver, central nervous system, gastrointestinal, and reproductive disorders. In males, use can result in testicular atrophy, sterility, impotence, and arrested growth. Irreversible masculinization and sterility can result when women use steroids. Psychological impairment includes mood swings, depression, and very aggressive behavior.

- **Depressants.** The use of depressants can result in a change in tolerance and physical, as well as psychological dependency. The combining of several depressants (e.g. valium and alcohol) will potentiate the depressant effects, multiplying the health hazards. Withdrawal symptoms include anxiety, vomiting, acute psychotic episodes, seizures, and death.
- **Hallucinogens.** Phencyclidine (PCP). Large doses of PCP may result in a convulsive seizure, coma, and death. Mood disorders occur and the user may become violent, irrational, and potentially harmful to self and others. Lysergic acid (LSD), mescaline, and psilocybin cause sensations and feeling to change rapidly. The user may experience panic, confusion, anxiety, depersonalization, and loss of control. While relatively rare, flashbacks are the spontaneous reappearance of the drug experience after use has ceased may occur.
- **Narcotics.** Tolerance, especially at the euphoric effect of narcotics, and physical dependence, develop rapidly. In order to avoid the abstinence syndrome, the addict becomes preoccupied with acquiring the drug. Withdrawal symptoms are extremely uncomfortable, however, they are seldom life threatening.
- **Stimulants.** High doses of stimulants result in intense personality disturbances including visual and auditory hallucination, delusions, and paranoia. Tolerance develops rapidly. Cross tolerance does develop among stimulant drugs (e.g. methamphetamine and cocaine). The use of cocaine can cause death by cardiac arrest or respiratory failure. Stimulants are addictive, and while withdrawal from stimulants is less dangerous than with depressants, depression can make a person vulnerable to suicide.
- **Cannabis.** The mood altering effects of marijuana are the result of the chemical delta-9 tetrahydrocannabinol (THC). THC is fat soluble and can remain in the body up to three weeks after smoking one marijuana cigarette. Consequently, even the occasional user can be detected through urinalysis. Research indicates that regular use may have long term effects on the user's brain, heart, and reproductive organs. The numerous carcinogenic chemicals found in marijuana make it particularly harmful to the lungs. Loss of memory, lack of motivation, and diminished attention span are some of the effects of regular marijuana use. Long-term use may result in psychological dependence and change in tolerance.

### Substance Abuse Resources (See Appendix D)

Resource information (booklets, brochures, pamphlets, etc.) regarding health and safety concerns from substance abuse, and information regarding the availability of, and/or referral to, community-based substance abuse counseling and rehabilitation services are available through a variety of C-TEC and community-based services including:

- There are drug or alcohol counseling, treatment and rehabilitation facilities available in our area where you can seek advice and treatment. The yellow pages of the local telephone book and the internet are an excellent source. Look under the heading "Drug Abuse & Addition-Information and Treatment". The web address: <http://www.ohiodrugrehabilitation.com> The Ohio Office of the Bureau of Drug Abuse in Columbus is the State Drug Abuse prevention and Treatment coordinator, (614) 466-7893.
  - **Licking Alcoholism Prevention Program (LAPP)**, 620 E. Stevens Street, Newark, 740-366-7303, Outpatient
  - **Mental Health Association**, 65 Messimer Dr., Newark, 740-522-1232, Advocacy & Support Programs
  - **Alcoholics Anonymous**, 76 E. Main St., Newark, 740-345-7060, Support Group
  - **Spencer Halfway House**, 69 Granville St., Newark, 740-345-7030, Residential drug/alcohol treatment
  - **LM Behavioral Health/Chemical Dependency Treatment of Sheppard Hill**, 200 Messimer Dr., Newark, 740-348-4870, Inpatient & Outpatient
- There are national organizations one can contact for help. The National Alcoholism and Substance Abuse Information Center is open 24 hours, 1-800-784-6776. The National Institute on Drug Abuse Hotline is open 24 hours, 1-800-662-4357.
- Contact any of the resources listed above for referral. Your anonymity will be respected.

## Appendix A Campus Security Procedures

### General Provisions Definitions

- 2903.211 Menacing by Stalking
  - A.
    - (1) No person by engaging in a pattern of conduct shall knowingly cause another person to believe that the offender will cause physical harm to the other person or cause mental distress to the other person. In addition to any other basis for the other person's belief that the offender will cause physical harm to the other person or the other person's mental distress, the other person's belief or mental distress may be based on words or conduct of the offender that are directed at or identify a corporation, association, or other organization that employs the other person or to which the other person belongs
    - (2) No person, through the use of an electronic method of remotely transferring information, including, but not limited to, any computer, computer network, computer program, or computer system, shall post a message with purpose to urge or incite another to commit a violation of division (A) (1) of this section.
    - (3) No person, with a sexual motivation, shall violate division (A) (1) or (2) of this section.
- 2907.03 Sexual Battery
  - A. No person shall engage in sexual conduct with another, not the spouse of the offender, when any of the following apply.
    - (1) The offender knowingly coerces the other person to submit by any means that would prevent resistance by a person of ordinary resolution.
    - (2) The offender knows that the other person's ability to appraise the nature of or control the other person's own conduct is substantially impaired.
    - (3) The offender knows that the other person submits because the other person is unaware that the act is being committed.
    - (4) The offender knows that the other person submits because the other person mistakenly identifies the offender as the other person's spouse.
    - (5) The offender is the other person's natural or adoptive parent, or a stepparent, or guardian, custodian, or person in loco parentis of the other person.
    - (6) The other person is in custody of law or a patient in a hospital or other institution, and the offender as supervisory or disciplinary authority over the other person.
    - (7) The offender is a teacher, administrator, coach, or other person in authority employed by or serving in a school for which the state board of education prescribes minimum standards pursuant to division (D) of section 3301.07 of the Revised Code, the other person is enrolled in or attends that school, and the offender is not enrolled in or does not attend that school.
    - (8) The other person is a minor, the offender is a teacher, administrator, coach, or other person in authority employed by or serving in an institution of higher education, and the other person is enrolled in or attends that institution.
    - (9) The other person is a minor, and the offender is the other person's athletic or other type of coach, is the other person's instructor, is the leader of a scouting troop of which the other person is a member, or is a person with temporary or occasional disciplinary control over the other person.
    - (10) The offender is a mental health professional, the other person is a mental health client or patient of the offender, the offender induces the other person to submit by falsely representing to the other person that sexual conduct is necessary for mental health treatment purposes.
    - (11) The other person is confined in a detention facility, and the offender is an employee of that detention facility.
    - (12) The other person is a minor, the offender is a cleric, and the other person is a member of, or attends, the church or congregation serviced by the cleric.
    - (13) the other person is a minor, the offender is a peace officer, and the offender is more than two years older than the other person.
  - B. Whoever violates this section is guilty of sexual battery. Except as otherwise provided in this division, sexual battery is a felony of the third degree. If the other person is less than thirteen years of age, sexual battery is a felony of the second degree, and the court shall impose upon the offender a mandatory prison term equal to one of the prison terms prescribed in section 2929.14 of the Revised Code for a felony of the second degree.

- 2919.25 Domestic Violence
  - A. No person shall knowingly cause or attempt to cause physical harm to a family or household member.
  - B. No person shall recklessly cause serious physical harm to a family or household member.
  - C. No person, by threat of force, shall knowingly cause a family or household member to believe that the offender will cause imminent physical harm to the family or household member.

## **Appendix B Drug and Alcohol Policy**

### **Federal Penalties and Sanctions for Illegal Possession of a Controlled Substance**

#### **12.U.S.C. 884(a)**

1<sup>st</sup> conviction: Up to 1 year imprisonment and fined at least \$1,000.00, but not more than \$100,000.00 or both.

After 1 prior drug conviction: At least 15 days in prison, not to exceed 2 years and fined \$2,500.00, but not more than \$250,000.00 or both.

After 2 or more prior drug convictions: At least 90 days in prison, not to exceed 3 years and fined at least \$5,000.00 , but not more than \$250,000.00 or both.

Special sentencing provisions for possession of crack cocaine: Mandatory at least 5 years in prison, not to exceed 20 years and fined up to \$250,000.00 or both.

- a) 1<sup>st</sup> conviction and the amount of crack possessed exceeds 5 grams.
- b) 2<sup>nd</sup> conviction and the amount of crack possessed exceeds 3 grams.
- c) 3<sup>rd</sup> or subsequent crack conviction and the amount of crack possessed exceeds 1 gram.

#### **22.U.S.C. 853 (a) (2) and 881(a)(7)**

Forfeiture of personal and real property used to possess or to facilitate possessions of a controlled substance, that offense is punishable by more than 1 year imprisonment.

#### **21.U.S.C.881(a)(4)**

Forfeiture of vehicles, boats, aircraft or any other conveyance used to transport or conceal a controlled substance.

#### **21.U.S.C.884a**

Civil Fine of up to \$10,000.00

#### **21.U.S.C.853A**

Denial of Federal benefits such as student loans, grants, contracts and professional and commercial licenses, up to 1 year for 1<sup>st</sup> offense, up to 5 years for 2<sup>nd</sup> and subsequent offenses.

#### **18.U.S.C.933(g)**

Ineligible to receive or purchase a firearm.

Miscellaneous: Revocation of certain Federal licenses and benefits, e.g. pilot license, public housing tenancy, etc., are vested within the authorities of individual Federal Agencies.

## **Appendix C Drug and Alcohol Policy**

### **State Laws, Penalties and Sanctions for Drug Offenses**

- 2925.01 Drug offense definitions.
- 2925.02 Corrupting another with drugs.
- 2925.03 Trafficking, aggravated trafficking in drugs.
- 2925.04 Illegal manufacture of drugs – illegal cultivation of marijuana – methamphetamine offenses.
- 2925.041 Illegal assembly or possession of chemicals for manufacture of drugs.
- 2925.05 funding, aggravated funding of drug or marijuana trafficking.
- 2925.06 Illegal administration or distribution of anabolic steroids.
- 2925.09 Unapproved drugs – dangerous drug offenses involving livestock.
- 2925.11 Possession of controlled substances.
- 2925.12 Possessing drug abuse instruments.
- 2925.13 Permitting drug abuse.
- 2925.14 Drug paraphernalia.
- 2925.141 Illegal use or possession of marijuana drug paraphernalia.
- 2925.22 Deception to obtain dangerous drug.
- 2925.23 Illegal processing of drug documents.
- 2925.24 Tampering with drugs
- 2925.31 Abusing harmful intoxicants.
- 2925.32 Trafficking in harmful intoxicants.
- 2925.33 Possessing nitrous oxide in motor vehicle.
- 2925.36 Illegal dispensing of drug samples.
- 2925.37 Counterfeit controlled substance offenses.
- 2925.38 Notice of conviction of professionally licensed person sent to regulatory, licensing board or agency.
- 2925.42 Criminal forfeiture of property relating to felony drug abuse offense.
- 2925.50 Conviction or acquittal under federal drug abuse control laws bar to state prosecution.
- 2925.51 Evidence in drug offense cases.
- 2925.511 Reimbursement for costs of positive drug tests.
- 2925.52 Motion for destruction of chemicals for methamphetamine production.
- 2925.55 Unlawful purchase of pseudoephedrine product.
- 2925.56 Unlawful sale of pseudoephedrine product.
- 2925.57 Illegal pseudoephedrine product transaction scan.
- 2925.58 Unlawful sale of pseudoephedrine product to minor – affirmative defense.
- 2925.61 Lawful administration of naloxone.

## **Appendix D Drug and Alcohol Policy**

### **Health Risks Associated With Alcohol**

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

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

Mothers who drink alcohol during pregnancy may give birth to infants with fetal alcohol syndrome. These infants have irreversible physical abnormalities and mental retardation. In addition, research indicates that children of alcoholic parents are at greater risk than other youngsters of becoming alcoholics.

As described in *What Works: Schools Without Drugs* (1989 Edition, Department of Education).

# 2016 Campus Safety and Security Survey

Institution: Career & Technology Education Centers Licking Coun (418205001)  
User ID: C4182051

## Screening Questions

Please answer these questions carefully. The answers you provide will determine which screens you will be asked to complete for this data collection.

1. Does your institution provide On-campus Student Housing Facilities?

No.

Yes. (If Yes is selected, you must enter the number of student housing facilities below and enter Fire Statistics for each facility.)

Number of On-campus Student Housing Facilities:

2. Does your institution have any noncampus buildings or properties?

Yes

No

3. Have you combined statistics that you received from the local or state police with your institution statistics for this report? If you answer No to this question, you will be asked to provide the data you received from the local and state police separately.

Yes. Local and/or state law enforcement agencies provided us with statistics that we are combining with statistics collected by our campus security authorities.

No. We are not combining the statistics because we cannot determine whether the statistics we obtained from local and/or state law enforcement agencies are for on-campus incidents or public property incidents.

Not available. We cannot determine if the statistics we obtained from local and/or state law enforcement agencies are for our Clery geography.

Not available. We made a good-faith effort to obtain statistics from local and/or state law enforcement agencies, but the agencies did not comply with our request.



## Criminal Offenses - On campus

For each of the following criminal offenses, enter the number reported to have occurred On Campus.

Criminal offense	Total occurrences On campus		
	2013	2014	2015
a. <u>Murder/Non-negligent manslaughter</u>	0	0	0
b. <u>Negligent manslaughter</u>	0	0	0
c. <u>Sex offenses - Forcible</u>	0		
d. <u>Rape</u>		0	0
e. <u>Fondling</u>		1	0
f. <u>Sex offenses - Non-forcible</u>	0		
g. <u>Incest</u>	0	0	0
h. <u>Statutory rape</u>	0	0	0
i. <u>Robbery</u>	0	0	0
j. <u>Aggravated assault</u>	0	0	0
k. <u>Burglary</u>	0	0	0
l. <u>Motor vehicle theft</u> (Do not include theft <i>from</i> a motor vehicle)	0	0	0
m. <u>Arson</u>	0	0	0

**Caveat:**

If you have changed prior years' data, you must add a caveat explaining the change. Use the following format: "For (YEAR), Line (X) was changed from (A) to (B) because (REASON)."

## Criminal Offenses - Public Property

For each of the following criminal offenses, enter the number reported to have occurred on Public Property.

Criminal offense	Total occurrences on Public Property		
	2013	2014	2015
a. <u>Murder/Non-negligent manslaughter</u>	0	0	0
b. <u>Negligent manslaughter</u>	0	0	0
c. <u>Sex offenses - Forcible</u>	0		
d. <u>Rape</u>		0	0
e. <u>Fondling</u>		0	0
f. <u>Sex offenses - Non-forcible</u>	0		
g. <u>Incest</u>	0	0	0
h. <u>Statutory rape</u>	0	0	0
i. <u>Robbery</u>	0	0	0
j. <u>Aggravated assault</u>	0	0	0
k. <u>Burglary</u>	0	0	0
l. <u>Motor vehicle theft</u> (Do not include theft from a motor vehicle)	0	0	0
m. <u>Arson</u>	0	0	0

**Caveat:**  
 If you have changed prior years' data, you must add a caveat explaining the change. Use the following format: "For (YEAR), Line (X) was changed from (A) to (B) because (REASON)."

## Hate Crimes - On campus

For the criminal offenses listed below, first enter the total number of Hate Crimes that were reported to have occurred On campus. Then break down each total by category of bias (e.g., race, religion).

Criminal offense	Occurrences of Hate crimes									
	2015 Total	Category of Bias for crimes reported in 2015								
		Race	Religion	Sexual orientation	Gender	Gender Identity	Disability	Ethnicity	National Origin	
a. <u>Murder/ Non-negligent manslaughter</u>	0	0	0	0	0	0	0	0	0	0
d. <u>Rape</u>	0	0	0	0	0	0	0	0	0	0
e. <u>Fondling</u>	0	0	0	0	0	0	0	0	0	0
g. <u>Incest</u>	0	0	0	0	0	0	0	0	0	0
h. <u>Statutory rape</u>	0	0	0	0	0	0	0	0	0	0
i. <u>Robbery</u>	0	0	0	0	0	0	0	0	0	0
j. <u>Aggravated assault</u>	0	0	0	0	0	0	0	0	0	0
k. <u>Burglary</u>	0	0	0	0	0	0	0	0	0	0
l. <u>Motor vehicle theft</u> (Do not include theft from a motor vehicle)	0	0	0	0	0	0	0	0	0	0
m. <u>Arson</u>	0	0	0	0	0	0	0	0	0	0
n. <u>Simple assault</u>	0	0	0	0	0	0	0	0	0	0
o. <u>Larceny-theft</u>	0	0	0	0	0	0	0	0	0	0
p. <u>Intimidation</u>	0	0	0	0	0	0	0	0	0	0
q. <u>Destruction/damage/vandalism of property</u>	0	0	0	0	0	0	0	0	0	0

Criminal offense	Occurrences of Hate crimes									
	2014 Total	Category of Bias for crimes reported in 2014								
		Race	Religion	Sexual orientation	Gender	Gender Identity	Disability	Ethnicity	National Origin	
a. <u>Murder/ Non-negligent manslaughter</u>	0	0	0	0	0	0	0	0	0	0
d. <u>Rape</u>	0	0	0	0	0	0	0	0	0	0
e. <u>Fondling</u>	0	0	0	0	0	0	0	0	0	0
g. <u>Incest</u>	0	0	0	0	0	0	0	0	0	0
h. <u>Statutory rape</u>	0	0	0	0	0	0	0	0	0	0
i. <u>Robbery</u>	0	0	0	0	0	0	0	0	0	0
j. <u>Aggravated assault</u>	0	0	0	0	0	0	0	0	0	0
k. <u>Burglary</u>	0	0	0	0	0	0	0	0	0	0
l. <u>Motor vehicle theft</u> (Do not include theft from a motor vehicle)	0	0	0	0	0	0	0	0	0	0
m. <u>Arson</u>	0	0	0	0	0	0	0	0	0	0
n. <u>Simple assault</u>	0	0	0	0	0	0	0	0	0	0
o. <u>Larceny-theft</u>	0	0	0	0	0	0	0	0	0	0
p. <u>Intimidation</u>	0	0	0	0	0	0	0	0	0	0
q. <u>Destruction/damage/vandalism of property</u>	0	0	0	0	0	0	0	0	0	0

Criminal offense	Occurrences of Hate crimes						
	2013 Total	Category of Bias for crimes reported in 2013					
		Race	Religion	Sexual orientation	Gender	Disability	Ethnicity/ National origin
a. <u>Murder/ Non-negligent manslaughter</u>	0	0	0	0	0	0	0
c. <u>Sex offenses - Forcible</u>	0	0	0	0	0	0	0
f. <u>Sex offenses - Non-forcible</u>	0	0	0	0	0	0	0
g. <u>Incest</u>	0	0	0	0	0	0	0
h. <u>Statutory rape</u>	0	0	0	0	0	0	0
i. <u>Robbery</u>	0	0	0	0	0	0	0
j. <u>Aggravated assault</u>	0	0	0	0	0	0	0

k. <u>Burglary</u>	0	0	0	0	0	0	0
l. <u>Motor vehicle theft</u>	0	0	0	0	0	0	0
m. <u>Arson</u>	0	0	0	0	0	0	0
n. <u>Simple assault</u>	0	0	0	0	0	0	0
o. <u>Larceny-theft</u>	0	0	0	0	0	0	0
p. <u>Intimidation</u>	0	0	0	0	0	0	0
q. <u>Destruction/damage/ vandalism of property</u>	0	0	0	0	0	0	0

**Caveat:**

If you have changed prior years' data, you must add a caveat explaining the change. Use the following format:  
"For (YEAR), Line (X) was changed from (A) to (B) because (REASON)."

## Hate Crimes - Public Property

For the criminal offenses listed below, first enter the total number of Hate Crimes that were reported to have occurred on Public Property. Then break down each total by category of bias (e.g., race, religion).

Criminal offense	Occurrences of Hate crimes									
	2015 Total	Category of Bias for crimes reported in 2015								
		Race	Religion	Sexual orientation	Gender	Gender Identity	Disability	Ethnicity	National origin	
a. <u>Murder/ Non-negligent manslaughter</u>	0	0	0	0	0	0	0	0	0	0
d. <u>Rape</u>	0	0	0	0	0	0	0	0	0	0
e. <u>Fondling</u>	0	0	0	0	0	0	0	0	0	0
g. <u>Incest</u>	0	0	0	0	0	0	0	0	0	0
h. <u>Statutory rape</u>	0	0	0	0	0	0	0	0	0	0
i. <u>Robbery</u>	0	0	0	0	0	0	0	0	0	0
j. <u>Aggravated assault</u>	0	0	0	0	0	0	0	0	0	0
k. <u>Burglary</u>	0	0	0	0	0	0	0	0	0	0
l. <u>Motor vehicle theft</u> (Do not include theft from a motor vehicle)	0	0	0	0	0	0	0	0	0	0
m. <u>Arson</u>	0	0	0	0	0	0	0	0	0	0
n. <u>Simple assault</u>	0	0	0	0	0	0	0	0	0	0
o. <u>Larceny-theft</u>	0	0	0	0	0	0	0	0	0	0
p. <u>Intimidation</u>	0	0	0	0	0	0	0	0	0	0
q. <u>Destruction/damage/vandalism of property</u>	0	0	0	0	0	0	0	0	0	0

Criminal offense	Occurrences of Hate crimes									
	2014 Total	Category of Bias for crimes reported in 2014								
		Race	Religion	Sexual orientation	Gender	Gender identity	Disability	Ethnicity	National origin	
a. <u>Murder/ Non-negligent manslaughter</u>	0	0	0	0	0	0	0	0	0	0
d. <u>Rape</u>	0	0	0	0	0	0	0	0	0	0
e. <u>Fondling</u>	0	0	0	0	0	0	0	0	0	0
g. <u>Incest</u>	0	0	0	0	0	0	0	0	0	0
h. <u>Statutory rape</u>	0	0	0	0	0	0	0	0	0	0
i. <u>Robbery</u>	0	0	0	0	0	0	0	0	0	0
j. <u>Aggravated assault</u>	0	0	0	0	0	0	0	0	0	0
k. <u>Burglary</u>	0	0	0	0	0	0	0	0	0	0
l. <u>Motor vehicle theft</u> (Do not include theft from a motor vehicle)	0	0	0	0	0	0	0	0	0	0
m. <u>Arson</u>	0	0	0	0	0	0	0	0	0	0
n. <u>Simple assault</u>	0	0	0	0	0	0	0	0	0	0
o. <u>Larceny-theft</u>	0	0	0	0	0	0	0	0	0	0
p. <u>Intimidation</u>	0	0	0	0	0	0	0	0	0	0
q. <u>Destruction/damage/vandalism of property</u>	0	0	0	0	0	0	0	0	0	0

Criminal offense	Occurrences of Hate crimes						
	2013 Total	Category of Bias for crimes reported in 2013					
		Race	Religion	Sexual orientation	Gender	Disability	Ethnicity/ National origin
a. <u>Murder/ Non-negligent manslaughter</u>	0	0	0	0	0	0	0
c. <u>Sex offenses - Forcible</u>	0	0	0	0	0	0	0
f. <u>Sex offenses - Non-forcible</u>	0	0	0	0	0	0	0
g. <u>Incest</u>	0	0	0	0	0	0	0
h. <u>Statutory rape</u>	0	0	0	0	0	0	0
i. <u>Robbery</u>	0	0	0	0	0	0	0

j. <u>Aggravated assault</u>	0	0	0	0	0	0	0
k. <u>Burglary</u>	0	0	0	0	0	0	0
l. <u>Motor vehicle theft</u>	0	0	0	0	0	0	0
m. <u>Arson</u>	0	0	0	0	0	0	0
n. <u>Simple assault</u>	0	0	0	0	0	0	0
o. <u>Larceny-theft</u>	0	0	0	0	0	0	0
p. <u>Intimidation</u>	0	0	0	0	0	0	0
q. <u>Destruction/damage/ vandalism of property</u>	0	0	0	0	0	0	0

**Caveat:**

If you have changed prior years' data, you must add a caveat explaining the change. Use the following format: "For (YEAR), Line (X) was changed from (A) to (B) because (REASON)."

## VAWA Offenses - On Campus

For each of the following crimes, enter the number reported to have occurred On Campus.

Crime	Total occurrences On Campus		
	2013	2014	2015
a. <u>Domestic violence</u>		0	0
b. <u>Dating violence</u>		0	0
c. <u>Stalking</u>		0	0

**Caveat:**

If you have changed prior years' data, you must add a caveat explaining the change. Use the following format: "For (YEAR), Line (X) was changed from (A) to (B) because (REASON)."

## VAWA Offenses - Public Property

For each of the following crimes, enter the number reported to have occurred on Public Property.

Crime	Total occurrences on Public Property		
	2013	2014	2015
a. <u>Domestic violence</u>		0	2
b. <u>Dating violence</u>		0	0
c. <u>Stalking</u>		0	0

**Caveat:**

If you have changed prior years' data, you must add a caveat explaining the change. Use the following format: "For (YEAR), Line (X) was changed from (A) to (B) because (REASON)."



## Arrests - On campus

Enter the number of Arrests for each of the following crimes that occurred On Campus.

**Do NOT include drunkenness or driving under the influence in Liquor law violations.**

Crime	Number of Arrests		
	2013	2014	2015
a. <u>Weapons: carrying, possessing, etc.</u>	0	1	1
b. <u>Drug abuse violations</u>	3	0	0
c. <u>Liquor law violations</u>	0	0	0

**Caveat:**

If you have changed prior years' data, you must add a caveat explaining the change. Use the following format: "For (YEAR), Line (X) was changed from (A) to (B) because (REASON)."

## Arrests - Public Property

Enter the number of Arrests for each of the following crimes that occurred on Public Property.

**Do NOT include drunkenness or driving under the influence in Liquor law violations.**

Crime	Number of Arrests		
	2013	2014	2015
a. <u>Weapons: carrying, possessing, etc.</u>	0	0	0
b. <u>Drug abuse violations</u>	0	0	0
c. <u>Liquor law violations</u>	0	0	0

**Caveat:**

If you have changed prior years' data, you must add a caveat explaining the change. Use the following format: "For (YEAR), Line (X) was changed from (A) to (B) because (REASON)."

## Disciplinary Actions - On Campus

Enter the number of persons referred for disciplinary action for crimes that occurred On Campus for each of the following categories.

**Do not include disciplinary actions that were strictly for school policy violations.**

**If the disciplinary action is the result of an arrest, please do not count it here; count the violation as 1 arrest.**

**Do NOT include drunkenness or driving under the influence in Liquor law violations.**

Crime	Number of persons referred for Disciplinary Action		
	2013	2014	2015
a. <u>Weapons: carrying, possessing, etc.</u>	1	6	10
b. <u>Drug abuse violations</u>	0	7	6
c. <u>Liquor law violations</u>	0	2	0

**Caveat:**

If you have changed prior years' data, you must add a caveat explaining the change. Use the following format: "For (YEAR), Line (X) was changed from (A) to (B) because (REASON)."

## Disciplinary Actions - Public Property

Enter the number of persons referred for disciplinary action for crimes that occurred on Public Property for each of the following categories.

**Do not include disciplinary actions that were strictly for school policy violations.**

**If the disciplinary action is the result of an arrest, please do not count it here; count the violation as 1 arrest.**

**Do NOT include drunkenness or driving under the influence in Liquor law violations.**

Crime	Number of persons referred for Disciplinary Action		
	2013	2014	2015
a. <u>Weapons: carrying, possessing, etc.</u>	0	0	0
b. <u>Drug abuse violations</u>	0	0	0
c. <u>Liquor law violations</u>	0	0	0

**Caveat:**

If you have changed prior years' data, you must add a caveat explaining the change. Use the following format: "For (YEAR), Line (X) was changed from (A) to (B) because (REASON)."

## Unfounded Crimes

Of those crimes that occurred On Campus, in On-campus Student Housing Facilities, on or in Noncampus property or buildings, and on Public Property, enter the number of crimes that were unfounded.

The total number of unfounded crimes should include all criminal offenses, hate crimes, domestic violence, dating violence, or stalking incidents that have been unfounded. Arrests and disciplinary actions cannot be unfounded.

If a reported crime is investigated by law enforcement authorities and found to be false or baseless, the crime is "unfounded". Only sworn or commissioned law enforcement personnel may unfound a crime.

Count unfounded crimes in the year in which they were originally reported.

	Number		
	2013	2014	2015
a. <u>Total unfounded crimes</u>		0	0

**Caveat:**

If you have changed prior years' data, you must add a caveat explaining the change. Use the following format: "For (YEAR), Line (X) was changed from (A) to (B) because (REASON)."