



**2022**  
**Safety & Security**  
**Crime and Fire Report**



# TABLE OF CONTENTS

## INTRODUCTION

Important Phone Numbers.....	1
Safety & Security Information.....	2
College Objectives.....	3
College Facilities.....	3
Campus Safety & Security.....	3
Emergency Phones.....	4
Reporting Crimes and Emergencies.....	4

## PROCEDURES & SERVICES

Crime Prevention.....	5
Coordination with Other Law Enforcement Agencies.....	5
Fire and Medical Emergencies.....	5
Health Clinic.....	5
Oasis Center.....	6
Emergency Preparedness.....	7
Total Campus Evacuation.....	7
Building Evacuation.....	8
Shelter-In-Place.....	8

## COMMUNICATIONS

Emergency Warning.....	9
Timely Warning.....	9
Campus Safety and Security Phone.....	10
Distribution of Campus Safety Alerts.....	10

## POLICIES

Missing Student Notification.....	10
Law and College Policies.....	11
Use of Alcohol and Illegal Drugs.....	11
Sex Offenses.....	11
Confidentiality.....	13
Written Notification.....	13
No-Contact Directive.....	14
Personal Protection Order (PPO).....	14
Residence Hall Security.....	15

## ALCOHOL & DRUG USE

Health Risks.....	15
Federal and State Penalties.....	16

CLERY CRIME STATISTICS.....	20
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FIRE REPORT.....	22
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# Important Phone Numbers

When dialing from an on-campus phone, dial **9** first and then the number.  
This does not apply when dialing an extension directly.

## ON-CAMPUS EXTENSIONS:

Campus Safety & Security Office.....	8620*
Campus Safety & Security On-Call Guard .....	517.740.7986
Campus Security Emergency.....	0
College Switchboard .....	0
Student Services.....	8400

*\*If no answer, leave a message with your name and call-back number. The alert system will ring the cell phone of the security officer on patrol.*

## VEHICLE ASSISTANCE (BATTERY JUMP):

Safety & Security Department .....	8620
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## VEHICLE ASSISTANCE (UNLOCK):

Phelps Towing (Fee) .....	517.764.1921
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## JACKSON CAMPUS SAFETY & SECURITY DEPARTMENT

Office .....	517.796.8620
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## EXTENSION CENTERS:

Hillsdale LeTarte Center .....	517.437.3343
Jackson College @ LISD TECH (Lenawee).....	517.265.5515
W.J. Maher Campus .....	517.768.7097

## EMERGENCY (FROM JACKSON CAMPUS):

Jackson County Sheriff Emergency .....	911
Summit Fire Department Emergency.....	911
Tip 411 .....	text JacksonC and your tip to 847411

## LAW ENFORCEMENT:

Jackson County Emergency .....	911
Jackson County Sheriff Department .....	517.768.7900
Lenawee County Emergency.....	911
Lenawee County Sheriff .....	517.263.0524
Adrian City Police Department.....	517.265.7151
Hillsdale County Emergency .....	911
Hillsdale County Sheriff .....	517.437.7317
Hillsdale City Police .....	517.437.7317

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## INTRODUCTION

### SAFETY & SECURITY INFORMATION

Jackson College is committed to assisting all members of the Jackson College community in providing for their own safety and security. The annual security and fire safety compliance document is available on the Jackson College web site at [www.jccmi.edu/crimereport](http://www.jccmi.edu/crimereport).

If you would like to receive a combined Annual Security and Fire Report which contains this information, stop by the Campus Safety and Security Department at the Jets Hangar, 2111 Emmons Road, Jackson, MI 49201, or request a copy be mailed to you by calling 517.796.8620.

The website and booklet contain information regarding campus security and personal safety including topics such as: crime prevention, fire safety, Campus Safety and Security authority, crime reporting and other matters of importance related to safety and security on all campuses. They also contain information about crime statistics for the three previous calendar years concerning reported crimes that occurred on campus; in certain off-campus buildings or property owned or controlled by Jackson College; and on public property within, or immediately adjacent and accessible from the campuses.

This information is required by law and is provided by the Jackson College Campus Safety and Security Department.

## **COLLEGE OBJECTIVES**

Jackson College serves as an educational and cultural center and provides an environment conducive to the pursuit of quality education. The College is dedicated to meeting these challenges and modifies programs and services in response to the changing needs of the community. The College shares many of the community's interests and concerns, including crime and safety. Jackson College has not experienced any significant amount of crime; however, we are prepared should such situations arise.

Although responsibility for investigation and prevention of crime in our community remains within the jurisdiction of the local police, the College employs staff to help prevent crime and assist in incidents on our campuses. In the Jackson College campus community, each student and employee has an important role in the safety and security of campus. Everyone should take an active role in preventing and reporting incidents that jeopardize safety on and around campus.

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act requires that colleges provide students and employees with an overview of the College's security resources, policies and procedures along with campus crime statistics. The crime statistics included in this report are gathered from a variety of sources including local law enforcement agencies and campus security.

## **COLLEGE FACILITIES**

Jackson College utilizes nine non-campus buildings or properties to enhance the learning process for our students. Centers are located in Hillsdale County (LeTarte Center, Hillsdale), Jackson County (W.J. Maher Campus, Jackson) and Lenawee County (Jackson College @ LISD TECH, Adrian). Jackson College has three residence halls and six individual family residences on the Jackson campus. Students, employees and visitors have access to most areas on the campuses during normal college hours. Labs, shops, and computer areas are locked when an instructor or attendant is not present. Buildings are locked when not in use.

A restricted key assignment system is utilized. All College buildings are alarmed and centrally monitored. Building, grounds, and parking lots are lighted. Trees and shrubs on the developed portion of campuses are maintained so as to not cause a security problem.

## **CAMPUS SAFETY & SECURITY DEPARTMENT - 517.796.8620**

The responsibilities of Campus Safety and Security personnel include campus security, parking services, traffic control and serving as the College's liaison to local law enforcement personnel. Parking lots and academic buildings are regularly patrolled. Campus Security will provide after-hour admittance to academic and administrative buildings for persons with authorization to enter. Escorts to and from buildings or vehicles are available upon request.

The Jackson College Safety and Security Department has implemented a way in which the campus community can notify us of crimes that have occurred in our campus community. The system can also be used for anonymous reporting of crimes where the victim does not wish to prosecute the suspect, but the crime is of a serious nature and timely or emergency warnings should be provided for the safety of everyone on or around campus.

If you would like to leave a TIP or anonymous information please use the following:

**TIP411**            Download the smartphone app or text JacksonC and your tip to 847411

## **REPORTING CRIMES AND OTHER EMERGENCIES**

**If you are a victim of a crime or a witness to one, or if you need to report a fire, medical, or other emergency on or off campus in the Jackson, Hillsdale or Lenawee areas, dial 911. From the Maher Campus, dial (9)-911.**

The College encourages the use of professional counselors, and if and when they deem it appropriate regarding a sexual assault, will inform the person they are counseling of any procedures to report the crime on a voluntary, confidential basis for inclusion in the annual disclosure of crime statistics.

<b>Location</b>	<b>Authority</b>	<b>Contact</b>
Central Campus	Safety and Security Main Campus Operator Jackson County Sheriff	517.796.8620 517.787.0800 517.768.7900
LeTarte Center Hillsdale	Center Director Hillsdale County Sheriff	517.437.3343 517.437.7317
Jackson College @ LISD TECH	Assistant Dean Adrian City Police	517.265.5515 517.265.7151
W.J. Maher Campus	Center Director Jackson County Sheriff	517.768.7097 517.768.7900

# PROCEDURES & SERVICES

## CRIME PREVENTION

Your efforts will greatly add to or detract from our efforts to keep criminal activity at the lowest possible level around campus. Please follow these do's and don'ts:

### DO:

- Report all crimes and/or suspicious activities to the police and Jackson College Safety and Security Department.
- Be aware of your surroundings.
- When walking after dark, try to walk with a group or in pairs.
- Walk assertively and confidently.
- Protect your personal property just as you would money.
- Lock your vehicle and your apartment.
- Mark your property such as tape recorders, calculators, radios, etc., with some form of identification (such as your Michigan operator's license number).
- Call Security when you would like a personal escort.

### DON'T:

- Leave books, jewelry, purses, wallets, backpacks or other valuables unattended.
- Leave personal property unattended.
- Leave purses in desks or file cabinets unattended unless the cabinet or desk is locked.
- Leave valuables on a chair behind you while at a study carrel.

Additional safety tips can be found on the Campus Safety and Security web page at [www.jccmi.edu/security](http://www.jccmi.edu/security).

## COORDINATION WITH OTHER LAW ENFORCEMENT AGENCIES

Jackson College maintains a cooperative relationship with other local, county, and state police agencies. This cooperation includes investigations, special events coordination and training opportunities.

## FIRE AND MEDICAL EMERGENCIES

If you need to report a fire, medical, or other emergency, on or off campus in the Jackson, Hillsdale or Lenawee areas, dial 911. From the Maher Campus, dial (9)-911. In case of fire, all college buildings have fire alarm systems and accessible fire extinguishers. When a fire alarm sounds all students and staff are to vacate the building immediately and not return until authorized to do so.

For medical emergencies, local hospitals and clinics provide professional help to the College community, guests and visitors.

## HEALTH CLINIC

Jackson College has partnered with Henry Ford Jackson Hospital to offer Jackson College students and employees medical care evaluation and treatment from the clinic's caring staff. A licensed nurse practitioner and technical staff will be in the office to see patients, make diagnosis and assessment, prescribe medications or make referrals. Jackson College nursing and allied health students will also help as part of their education.

The Health Clinic is located in Whiting Hall Room 111 on the Jackson Campus, 2111 Emmons Road, Jackson, MI 49201. General hours are Monday - Thursday, 8:30 a.m. - 4 p.m. To contact the Health Clinic please call 517.990.1374.

### **Health Clinic Services**

- Health care for minor illness and injuries
- Physical exams
- Immunizations/flu vaccines
- Prescriptions
- Women's health services
- Pregnancy testing
- Blood pressure monitoring
- Information and referral assistance
- Mental health counseling, assessments and referrals
- Tuberculosis testing
- Glucose monitoring
- Urinalysis
- Sexually transmitted disease counseling, testing and referral
- Smoking cessation
- Eating disorders
- Health care for chronic illness
- Substance abuse assessment and referral

### **Insurance**

Use of the clinic is available to all employees and students. The fee is \$5 for students and \$10 for employees. Lab work, vaccination fees and additional treatments maybe billed to insurance.

### **Confidentiality**

Clinic records are strictly confidential. We will not release any information unless given specific, written consent by the patient.

## **OASIS CENTER**

Jackson College partners with Family Service and Children's Aid (FSCA) to offer Jackson College students and employees a wide range of behavioral health services. Licensed mental health and substance abuse clinicians, along with the Oasis Navigator, will be available to provide individualized support at the Oasis Center or assist the individual in obtaining services at FSCA main office located in downtown Jackson. The Oasis Navigator will connect students and employees with the appropriate community support to meet the individual's needs. The navigator will also provide advocacy for the individual.

The Oasis Center is located in Whiting Hall, Room 110 on the Jackson Campus Central Campus, 2111 Emmons Road, Jackson, MI 49201. General hours are Monday – Thursday, 9 a.m. – 4:30 p.m. To contact the Oasis Center, please call 517.990.1300. After hours support is available by calling Family Service and Children's Aid at 517.787.7920.

## Confidentiality

Oasis Center records are strictly confidential and cannot be given to anyone except as required by the law. Behavioral health files are managed by FSCA and not part of the Jackson College record system.

## EVACUATION PROCEDURES

### Emergency Preparedness

Employees and students are advised about emergency preparedness procedures, including the campus alert systems, as part of initial orientation. On an annual basis, Campus Safety and Security e-mails all faculty, staff and students referring them to the emergency response plan and the emergency quick reference guide for additional information and necessary action. Emergency response plans are located in the main office of each building and off-campus centers. A quick reference guide is available on the Campus Safety and Security web page and Emergency Procedure posters are located in several locations throughout each Campus building.

Twice a year unannounced evacuation drills are conducted in each building on campus. The evacuation drills are conducted with the assistance of Campus Safety and Security. The purpose of the evacuation drills is to test emergency response and evacuation procedures in each campus facility. The evacuation drills will familiarize students, faculty, and staff with the evacuation procedure, location of exits, and meeting locations. Jackson College's severe weather shelter locations are posted in in all buildings.

Campus Safety and Security documents each test with a description of the exercise, the date, time and whether it was announced or not.

### Total Campus Evacuation

Announcements of a total campus evacuation will be made by campus personnel in each building, by sending an e-mail message to all students and employees with the Nixle Alert System and by notifying local television and radio stations (a listing of the stations is available on the Jackson College webpage [www.jccmi.edu/campusclosings](http://www.jccmi.edu/campusclosings)). Tune your radio to local channels for emergency instructions and opt in to the Nixle Alert System at [www.nixle.com](http://www.nixle.com).

- Remain calm, walk - do not run.
- Do not use the building elevators; persons with disabilities should go to stairway landings and wait for emergency rescue personnel. If possible, have someone stay behind with persons with disabilities until emergency personnel arrive. Emergency personnel responding to the building will be checking the stairway landings for persons with disabilities upon their arrival. **Faculty** – be prepared to account for all of your students. **Department Directors/Chairs** – be prepared to account for your department employees.

- Notify Campus Safety and Security of any persons with disabilities requiring assistance. If possible, have someone stay behind with persons with disabilities until emergency personnel arrive.
- Exit the building and go to your vehicle.
- Exercise patience when leaving parking areas. Follow evacuation route instructions given by Campus Safety and Security or other emergency personnel.
- Information and emergency instructions will be provided to local television and radio stations, and a listing of the stations is available on the Jackson College webpage ([www.jccmi.edu/campusclosings](http://www.jccmi.edu/campusclosings)). Tune your car radio to local channels for emergency instructions.

## Building Evacuation

- Announcements of the need to evacuate a building are made by staff in the affected building(s) and/or by sounding the fire alarm.
- Remain calm and walk - do not run.
- Do not use the building elevators; persons with disabilities should go to stairway landings and wait for emergency rescue personnel. If possible, have someone stay behind with persons with disabilities until emergency personnel arrive. Emergency personnel responding to the building will be checking the stairway landings for persons with disabilities upon their arrival.
- Stay together as a group. **Faculty** should be prepared to account for their students. **Department Directors/Chairs** – be prepared to account for your department employees.
- Notify Campus Safety and Security personnel of any persons with disabilities requiring assistance.
- Once outside the building, keep at least 100 feet from the building and any emergency vehicles.
- Stay outside the building until Security personnel have given an “All Clear” announcement.

## Shelter-In-Place

- A lock-down condition may be required for a number of different types of emergencies, such as a hostile intruder, a chemical spill or plume, or civil unrest.
- Lock-down announcements are given by campus personnel in each building and by sending an e-mail message to all students and employees.
- If you see a hostile intruder, dial **911** if you can, and report what is happening. **DO NOT** pull a fire alarm! This could cause innocent persons to be put in harm’s way.
- Stay in your classroom or office.
- Immediately lock the classroom or office door(s).
- Turn off the lights.
- If possible, stay out of sight of windows and doors.
- Stay put until police officers give an “All Clear”.

# COMMUNICATIONS

## EMERGENCY WARNING POLICY STATEMENT

There may be situations which require an Emergency Warning be delivered to students, faculty and staff. An emergency notification is triggered by an event that is currently taking place or is imminently threatening the campus. The decision to make an Emergency Warning will come from the President and/or his designee.

An example of an event which would require an Emergency Warning could be any of the following:

- Outbreak of a contagious disease
- Approaching tornado or extreme weather conditions
- Gas leak
- Terrorist incident
- Armed intruder
- Bomb threat
- Civil unrest
- Explosion
- Chemical or hazardous materials spill in the area.

Announcements of emergency notifications will be made to the campus community by college personnel in each building by sending an e-mail message to all students and employees with the Nixle Alert System and by notifying local television and radio stations.

## TIMELY WARNING POLICY STATEMENT

To help prevent crimes or serious incidents, the Campus Safety and Security department, in conjunction with other departments on campus, will issue timely warnings for crimes or situations that have already occurred and may affect the campus community. An example of an event or crime that may require a timely warning could be any of the following:

- Murder
- Negligent Homicide
- Negligent Manslaughter
- Criminal Sexual Assault
- Forcible Sex Offenses
- Non-forcible Sex Offenses
- Robbery
- Aggravated Assault
- Burglary
- Motor Vehicle Theft (UDAA)
- Arson
- Liquor Violations
- Drug Offenses
- Illegal Weapons Violations

Timely warnings could result from crimes or situations reported to Campus Safety and Security or local law enforcement. Members of the campus community are encouraged to report all crimes or suspicious situations immediately to the following:

### **Campus Safety and Security Department Phone Number**

517.796.8620 or ext. 8620

- If you call the above number and receive the voicemail, leave a message with your contact information and the system will contact the on-duty security officer's cell phone.
- If the incident is life threatening, contact local law enforcement at 911.

### **Distribution of Campus Safety Alerts**

The Safety and Security Department distributes Campus Safety Alerts (emergency and timely warnings) in various ways. Once it has been determined an alert is to be issued, it will be made to the campus community by the college web site, by sending an e-mail message to all students and employees using the Nixle Alert System and by notifying local television and radio stations.

## **POLICIES**

### **MISSING STUDENT NOTIFICATION POLICY**

In compliance with the Higher Education Opportunity Act, the College established a Missing Student Notification Policy that describes the formal notification procedures to be followed when a student residing in on-campus housing has been reported missing for more than 24 hours.

When a student moves into campus housing the student is informed he/she has the option to identify an individual that Jackson College can contact no later than 24 hours after the time the student is determined missing. Students under 18 years of age (who are not emancipated) are informed that Jackson College is required to notify a custodial parent or guardian no later than 24 hours after the time the student is determined to be missing. Jackson College will initiate the emergency contact procedures that the student designates if campus security or law enforcement personnel have been notified and determine that the student has been missing for more than 24 hours and has not returned to campus.

The Missing Persons contact information provided by student is confidential and this information will be accessible only to authorized campus officials, it may not be disclosed, except to law enforcement personnel in furtherance of a missing person investigation.

When a student who resides in on-campus housing has been determined to be missing the following notifications shall occur:

- I. Housing personnel shall notify Campus Safety and Security immediately of any report or suspicion that a student resident is missing.

2. Any campus official who receives a missing person report relating to a student residing in student housing shall immediately refer the report to Campus Security.

After investigating the missing person report, should the police or campus security determine the student is missing, the Chief Academic & Student Services Officer or designee will notify the student's confidential contact no later than 24 hours after the student is determined to be missing, regardless if the student is above the age of 18 or is an emancipated minor. If the missing student is under the age of 18 and is not emancipated, the school will notify the student's parent or legal guardian and their confidential contact immediately after police or campus security has determined that the student has been missing for more than 24 hours.

## **THE LAW AND COLLEGE POLICIES**

To provide for the safety of members of the College community and the protection of College property, Jackson College has set minimum standards of conduct. Detailed information may be found in the Student Rights & Responsibilities handbook, and other College publications. These College standards of conduct do not replace, or relieve persons from complying with, the requirement of civil or criminal laws. Unlawful behavior may result in criminal prosecution as well as College disciplinary action.

## **USE OF ALCOHOL AND ILLEGAL DRUGS**

Unauthorized possession or use of alcoholic beverages on the College campus or at a College-sponsored event and use, possession, or distribution of narcotics or other illegal drugs is strictly prohibited. Violation of these regulations could lead to removal from College property, suspension, or dismissal from the College, and/or legal prosecution.

Substance abuse assistance is available for both students and employees in the Oasis Center.

## **SEX OFFENSES**

Sexual harassment or sex offenses (including dating violence, domestic violence, sexual assault and stalking) will not be tolerated on the campuses of Jackson College. Persons found in violation of campus policy or local and state law will be subjected to college disciplinary action and/or criminal prosecution.

The standard of review required for any institutional disciplinary proceeding arising from an allegation of dating violence, domestic violence, sexual assault, or stalking is the "preponderance of the evidence" standard. In other words, "whether more likely than not" a responding person has engaged in sexual misconduct.

The College provides ongoing prevention awareness programs for students and employees. These programs include but are not limited to: information provided in new student orientation and new employee on-boarding; awareness, risk reduction, and prevention workshops provided throughout the year; and resource materials available throughout the campus.

More information on sexual offenses is available in the student handbook found at [www.jccmi.edu/handbook/](http://www.jccmi.edu/handbook/)

If you are the victim of a sexual offense, the College will provide you with assistance in reporting the incident and obtaining medical and emotional assistance after the incident. Contact Campus Safety and Security at 517.796.8620 or ext. 8620 from a campus telephone. (If there is no answer, leave your name and number and the system will ring the on-duty Security Officer's cell phone as they are on patrol.) You may also call 911 for local law enforcement.

Jackson College will promptly investigate allegations by a student or employee of domestic violence, sexual assault, or stalking with a written explanation of their rights and options, regardless of whether the offense occurred on campus, including written notification of counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid, and other services available for victims both within the institution and in the community, and the availability of changes in academic, living, transportation, and working situations, or protective measures regardless of whether the victim reports to law enforcement.

Time is a critical factor for evidence collection and preservation. JC encourages assault victims to timely report sexual assault to either JC Safety and Security or the appropriate local law enforcement agency. Filing a report does not obligate the alleged victim to prosecute, nor will it subject the alleged victim to scrutiny or judgmental opinions from officers. Filing a report will:

- Ensure that an alleged victim of sexual assault receives the necessary medical treatment and tests;
- Provide the opportunity for collection of evidence helpful in prosecution, which cannot be obtained later (ideally an alleged victim of sexual assault should not wash, douche, use the toilet, or change clothing prior to a medical/legal exam);

Post-incident care can be arranged through the following:

Jackson College Health Clinic	517.990.1374
Oasis Center	517.990.1300
Family Services & Children's Aid	517.787.7920
The AWARE Shelter	517.783.1638
Henry Ford Jackson Hospital	517.789.5971
ProMedica Bixby Hospital	517.265.0900
Hillsdale Hospital	517.437.4451

In accordance with the Clery Act and the Campus Sex Crimes Prevention Act, a listing of sex offenders in Michigan can be obtained by accessing the Michigan Public Sex Offender Registry's web site at: [www.michigan.gov/msp](http://www.michigan.gov/msp). The Chief Legal, Talent, Equity and Administrative Officer is the College's lead Title IX coordinator and may be contacted at 517.796.8403.

August 14, 2020: Jackson College implemented the new Title IX guidelines. Up to date information can be found at [www.jccmi.edu/sexual-misconduct-awareness](http://www.jccmi.edu/sexual-misconduct-awareness)

## **CONFIDENTIALITY**

### **Investigations – confidentiality**

Complaints and information gathered during the investigation process will be kept private to the extent permitted by law, except insofar as information needs to be disclosed so that the College may effectively investigate the matter or take corrective action.

### **Public Reporting – confidentiality**

The College has a number of public reporting obligations. Nevertheless, the College does its best to protect confidentiality to the extent permitted by law. For example, this Public Report does not include any personally identifying information about a victim. The same is true for the Campus Safety & Security Crime Log. In addition, timely warnings and emergency notifications contain no personally identifiable information about the victim.

### **Interim Measures – confidentiality**

The College will maintain the privacy of any interim measures provided under this policy to the extent.

## **WRITTEN NOTIFICATION**

Jackson College will provide a written notification to victims regarding the wide array of resources it can provide to support and care of victims/survivors. If the victim/survivor requests assistance, the College will provide reasonable accommodations such as:

- Providing an escort for the individual
- Moving the individual's residence
- Modifying the individual's academic schedule
- Adjusting the individual's work schedule
- Allowing the individual to withdraw from or retake a class without penalty.
- Providing access to tutoring or other academic support, such as extra time to complete or re-take a class

As a result of an institutional disciplinary proceeding for an allegation of dating violence, domestic violence, sexual assault or stalking, the College may impose appropriate sanctions proportionate to the violation. Possible sanctions include but are not limited to the following:

- Verbal warning
- Written warning
- Probation
- Loss of privileges
- Fines
- Restitution
- Discretionary sanctions
- Residence hall suspension, dismissal or expulsion
- College suspension, dismissal or expulsion
- Revocation of admission and/or degree

## **No-CONTACT DIRECTIVE**

When a student is the alleged victim of dating violence, domestic violence, sexual assault or stalking the Title IX Coordinator will ensure that the College appropriately assist the student with any identified needs. One may decide to issue a “no-contact directive” as a protective measure. This assistance may vary depending on the alleged victim’s need and may include but are not limited to: providing an escort for the individual; moving the individual’s residence; modifying the individual’s academic schedule; adjusting the individual’s work schedule; allowing the individual to withdraw from or retake a class without penalty; providing access to tutoring or other academic support, such as extra time to complete or re-take a class.

## **PERSONAL PROTECTION ORDER**

A Personal Protection Order (PPO) is different than a no-contact directive or another order issued by the College. A PPO is issued by the state court system – not by the College. A PPO is an order that forbids an individual from doing something or requires an individual to do something. A PPO is enforced by the police. Title IX coordinators and/or Oasis Center can assist in providing contact information for those that seek a PPO. Personal Protection Order Office contact information for Jackson College’s various campuses is below:

Jackson - County Clerk’s Office  
312 S. Jackson Street  
First Floor of the Jackson Court Building  
Jackson, MI

Hillsdale – County Clerk’s Office  
29 N. Howell St. # 1  
Hillsdale, MI

Lenawee – County Clerk’s Office  
425 N. Main St. #301  
Adrian, MI

During any institutional disciplinary proceeding both the complainant and the respondent have the right to be assisted by one advisor or parent they choose, and at their own expense (if applicable).

The result of any institutional disciplinary proceeding that arises from an allegation of dating violence, domestic violence, sexual assault or stalking will be communicated, in writing, to both the accuser and accused simultaneously.

Both the accused and the victim will be simultaneous notified, in writing, of right to appeal the results of an instructional disciplinary proceeding.

Both the accused and the victim will be simultaneous notified, in writing, of any changes to the results of an institutional disciplinary proceedings based on an appeal.

Both the accused and the victim will be simultaneous notified, in writing, when the results of an institutional disciplinary proceedings become final.

## **RESIDENCE HALL SECURITY**

On-Campus Housing (Gold Hall, Maroon Hall, Campus View and Jets Village) is locked 24 hours a day. Residents gain access through a card swipe system that is monitored by Safety and Security officers or desk assistants. Guests to all residence halls are required to be escorted by residents and show photo identification.

## **ALCOHOL & DRUG USE**

### **HEALTH RISKS AND MEDICAL CONSEQUENCES OF ALCOHOL AND DRUG ABUSE**

For the user, abuse of alcohol and illegal drugs presents significant health risks and medical consequences:

- Addiction to alcohol or other drugs is a progressive disease, which if untreated, is fatal.
- Alcohol abuse can result in liver damage and disease, gastrointestinal problems, and brain damage.
- Abuse of alcohol and marijuana during puberty can cause imbalance of sex hormones resulting in reduced muscle mass and shrinkage of testicles in males, and menstrual difficulties and infertility in females.

#### **Users of other types of drugs face these serious problems:**

- Marijuana is extremely psychologically addicting, and causes two problems of significance to academic performance – short-term memory problems and a motivational syndrome (laziness/lethargy).
- Long-term use of stimulants (uppers, including speed, crack, methamphetamine, crystal, etc.) may cause permanent damage to the brain, heart, lungs, and other organs.
- The use of cocaine and amphetamines can result in heart attacks, people who lack an enzyme called pseudocholinesterase in their bodies can die from a single, minute dose of cocaine.
- Inhalants (poppers, rush, laughing gas, sniffing of glue or paint thinner, etc.) may cause mental confusion, mood swings, delusions, or hallucinations.
- The use of hallucinogens, especially PCP (angel dust), can result in an irreversible drug-induced psychotic state and/or delusions of omnipotence, which can trigger life-threatening behavior.
- Depressants (downers, ludes, reds, 714s, barbs) greatly increase the risk of accidents and automobile crashes because they affect vision, judgment, coordination, and other physical skills.
- Intravenous drug users (users of heroin and other opiates) risk infection with Acquired Immune Deficiency Syndrome (AIDS) from sharing needles.

Of course, there are psychological and social consequences of drug abuse as well, including loss of intimacy, friends, job, and marriage; creation of a dysfunctional family system; and heightened feelings of depression, anxiety, low self-esteem, guilt, and loneliness.

## FEDERAL AND STATE PENALTIES FOR DRUG SALE AND POSSESSION

The federal government decides if and how a drug should be controlled. Psychoactive (mind-altering) chemicals are categorized according to Schedule I to V. This schedule designates if the drug can be prescribed by a physician and under what conditions. Factors considered in this categorization include a drug's known and potential medical value, its potential for physical or psychological dependence, and risk, if any, to public health. Penalties for the illegal sale or distribution of a drug are established using the designation of Schedule I to V.

Schedule I drugs have a high potential for abuse with no medical uses. Production of these drugs is controlled. Examples include GHB (gamma-hydroxybutyrate), heroin, methaqualone, all hallucinogens (except phencyclidine [PCP]), marijuana, and hashish. Tetrahydrocannabinol (THC), depending on its form, can also be a Schedule II drug.

Schedule II drugs have high potential for abuse, but have some medical uses. Examples include opium, morphine, codeine, other narcotics, barbiturates, cocaine, amphetamines, and phencyclidine (PCP). Federal and State of Michigan penalties for selling Schedule I and II drugs vary with the quantity of the drug. Additionally, if death, rape, or serious injury is associated with the sale and/or if it is a second offense, penalties are more severe. When establishing penalties for sale, marijuana and hashish are separated from this designation according to the schedule. The penalties for sale of marijuana and hashish, however, are similar to those set for Schedule I and II drugs.

The federal penalty for first offense sale of small amounts of Schedule I and II drugs is imprisonment for not less than five years and not more than 40 years; if death or serious injury results, the penalty changes to imprisonment for not less than 20 years or more than life, a fine of not more than \$2 million for an individual, or both. Federal penalties on first offense for individuals who illegally manufacture, deliver, or knowingly possess GHB (gamma-hydroxybutyrate) include imprisonment for up to 20 years. If death or serious bodily injury results from the usage of GHB, penalties include imprisonment for no less than 20 years, and no greater than life, including additional fines of up to \$1,000,000 for an individual.

The State of Michigan's penalty for "unlawful manufacture, delivery, or possession with intent to deliver" less than 50 grams of a Schedule I or II controlled substance or narcotic drug is a felony which results in imprisonment for up to 20 years, and/or a fine of up to \$25,000. The penalty for possession of less than 25 grams of a Schedule I or II controlled substance or a narcotic drug is imprisonment for up to four years, a fine of up to \$25,000, or both. Both are felonies. Use of a Schedule I or II controlled substance or narcotic drug is a misdemeanor that has a penalty of imprisonment for up to one year, a fine of up to \$2,000, or both. Michigan law provides for up to seven years imprisonment and/or a \$10,000 fine for individuals who manufacture, deliver, intent to deliver, or knowingly possess GHB.

The manufacture, distribution, or possession with intent to distribute or dispense up to 45 kilograms of marijuana or between 20-200 marijuana plants is punishable by up to seven years imprisonment, a fine of up to \$500,000 for an individual, or both. In Michigan, the “unlawful manufacture, delivery, or possession with intent to deliver” of less than five kilograms of marijuana or a mixture containing marijuana, or fewer than 20 marijuana plants, is a felony, punishable by imprisonment for up to four years, a fine of up to \$20,000, or both. Possession of marijuana is a misdemeanor; punishable by imprisonment for up to one year, a fine of not more than \$2,000, or both. Use of marijuana is also a misdemeanor; punishable by imprisonment for not more than 90 days, a fine of up to \$100, or both.

Schedule III, IV, and V drugs include those most citizens would categorize as “prescription drugs”. Schedule III drugs have some potential for abuse, but less than those on Schedules I and II. The potential for abuse of Schedule IV drugs is less than those on Schedule III, and the potential for abuse of those on Schedule V is less than those on Schedule IV. All Schedule III to V drugs have medical uses and their production is not controlled. Examples of these drugs include some narcotics, chloral hydrate (IV), barbiturates (III & IV), benzodiazepines (IV), glutethimide (III), other depressants (III & IV), amphetamines (III), and other stimulants (III & IV).

The federal penalty for first offense sale of a Schedule III drug is imprisonment for not more than five years, a fine of not more than \$250,000 for an individual, or both. The federal penalty for first offense sale of Schedule IV drugs is imprisonment for not more than three years, a fine of not more than \$250,000 for an individual, or both. The federal penalty for first offense sale of Schedule V drugs is imprisonment for not more than one year, a fine of not more than \$100,000 for an individual, or both.

Sale of some Schedule III drugs is a felony in Michigan with a penalty of imprisonment for up to seven years, a fine up to \$10,000, or both. In Michigan, the sale of Schedule IV drugs is a felony with a penalty of imprisonment for up to four years, a fine up to \$2,000, or both. Sale of Schedule V drugs in Michigan is also a felony and has a penalty of imprisonment for up to two years, a fine of up to \$2,000, or both.

## PENALTIES FOR ALCOHOL RELATED OFFENSES

VIOLATION	SUMMARY OF VIOLATION	SUMMARY OF POSSIBLE PENALTIES
Operating While Intoxicated (OWI or drunk driving)	A licensed person under the influence of alcohol, drugs, or both, driving in public place.	First offense: Misdemeanor - not more than 93 days in jail and/or fine of \$100-\$500, community service not more than 360 hours. As part of sentence, court shall order suspension of operator's license for period of six months. Vehicle forfeiture or immobilization may also be required.
0.08 Percent	Person driving in public areas with blood alcohol level containing 0.08 grams or more per 100 ml of blood, per 210 liters of breath or per 67 ml of urine.	Same as OWI
Permitting person under the influence to drive	Allowing intoxicated person to drive in areas open to the public.	Misdemeanor: Not more than 93 days in jail, or fine not less than \$100 or more than \$500, or both; vehicle can be impounded.
Minor possessing or transporting in motor vehicle.	Person under 21 years may not possess or transport alcohol in a vehicle.	Misdemeanor: Not more than 90 days in jail, fine of not more than \$100 and may be ordered to perform community service and undergo substance abuse screening and assessment at own expense; vehicle can be impounded. License sanctions may also be imposed.
Impaired driving	A person driving in an area open to the public while impaired from alcohol, drugs, or both.	First Offense: One or more of the following: community service for not more than 360 hours; imprisonment for not more than 93 days; fine of not more than \$300; may be required to forfeit or immobilize vehicle.
Disorderly person intoxicated	Intoxicated in a public place (1) danger to self or others, (2) causing disturbance.	Misdemeanor: Not more than 90 days in jail, a fine of not more than \$500, or both.

VIOLATION	SUMMARY OF VIOLATION	SUMMARY OF POSSIBLE PENALTIES
Purchase / possession / consumption by a minor.	Person under 21 years of age may not purchase, possess, or consume alcohol.	Misdemeanor: First arrest - fine of not more than \$100, or court ordered diversion; second arrest - not more than \$200, and/or up to 30 days imprisonment if in violation of probation due to preceding violation or for failure to follow court orders regarding preceding violation; third or subsequent violation - fine of not more than \$500, and/or up to 60 days imprisonment if in violation of probation due to preceding violation or for failure to follow court orders regarding preceding violation. May be ordered to participate in substance abuse prevention or substance abuse treatment and rehabilitation services. May be ordered to perform community service and undergo substance abuse screening and assessment at own expense. Licensing sanctions may also be imposed.
Consumption on public highway / open alcohol in vehicle	No alcoholic beverage can be consumed on public highways; no alcohol item can be open, uncapped, or seal broken in passenger area of vehicle.	Misdemeanor: Not more than 90 days in jail, a fine of not more than \$100, or both. May be ordered to perform community service and undergo substance abuse screening and assessment at own expense. Licensing sanctions may also be imposed.
Minor consuming alcohol while driving	Person under 21 who is driving cannot have any bodily alcohol content, which means an alcohol content of more than 0.02 grams but less than 0.08 grams per 100 ml of blood, per 210 liters of breath, or per 67 ml of urine. Requires screening and assessment to determine if there is benefit from alcohol education program.	Four point misdemeanor. Refusal to take breathalyzer test is a two point civil infraction. Driver's license reinstatement fee is \$125, may be ordered to pay costs. Minors with no prior alcohol convictions 30-90 day license suspension and one or both of the following; not more than 45 days community service and/or up to \$250 fine.
Jackson College Policy	Use/possession of alcohol prohibited except as allowed by state law and/or College policy.	Students - disciplinary action up to and including expulsion. Employees - disciplinary action up to and including termination.



LIQUOR, DRUG, WEAPONS LAW ARRESTS	TOTAL ON CAMPUS (includes CRF)			CAMPUS RESIDENTIAL FACILITIES (CRF)			LENAAWEE CAMPUS					
	'21	'20	'19	'21	'20	'19	'21	'20	'19			
Substance abuse violations	0	0	0	0	0	0	0	0	0			
Liquor law violations	0	9	15	0	9	15	0	0	0			
Illegal weapons possessions	0	0	0	0	0	0	0	0	0			
LIQUOR, DRUG, WEAPONS LAW ARRESTS	HILLSDALE CAMPUS***			MAHER CAMPUS			NON-CAMPUS BUILDING OR PROPERTY			PUBLIC PROPERTY		
	'21	'20	'19	'21	'20	'19	'21	'20	'19	'21	'20	'19
Substance abuse violations	0	0	0	0	0	0	0	0	0	0	0	0
Liquor law violations	0	0	0	0	0	0	0	0	0	0	0	0
Illegal weapons possessions	0	0	0	0	0	0	0	0	0	0	0	0

Student Disciplinary Referrals LIQUOR, DRUG, WEAPONS LAW ARRESTS	TOTAL ON CAMPUS (includes CRF)			CAMPUS RESIDENTIAL FACILITIES (CRF)			LENAAWEE CAMPUS		
	'21	'20	'19	'21	'20	'19	'21	'20	'19
Substance abuse violations	6	14	24	6	12	24	0	0	0
Liquor law violations	1	2	6	1	2	6	0	0	0
Illegal weapons possessions	1	0	2	0	0	2	0	0	0
Student Disciplinary Referrals LIQUOR, DRUG, WEAPONS LAW ARRESTS	HILLSDALE CAMPUS			NON-CAMPUS BUILDING OR PROPERTY			PUBLIC PROPERTY		
	'21	'20	'19	'21	'20	'19	'21	'20	'19
Substance abuse violations	0	0	0	0	0	0	0	0	0
Liquor law violations	0	0	0	0	0	0	0	0	0
Illegal weapons possessions	0	0	0	0	0	0	0	0	0

Violence Against Women Act (VAWA)	TOTAL ON CAMPUS (includes CRF)			CAMPUS RESIDENTIAL FACILITIES (CRF)			LENAAWEE CAMPUS					
	'21	'20	'19	'21	'20	'19	'21	'20	'19			
Dating Violence	0	0	0	0	0	0	0	0	0			
Domestic Violence	1	0	0	1	0	0	0	0	0			
Stalking	0	0	0	0	0	0	0	0	0			
Violence Against Women Act (VAWA)	HILLSDALE CAMPUS***			MAHER CAMPUS			NON-CAMPUS BUILDING OR PROPERTY			PUBLIC PROPERTY		
	'21	'20	'19	'21	'20	'19	'21	'20	'19	'21	'20	'19
Dating Violence	0	0	0	0	0	0	0	0	0	0	0	0
Domestic Violence	0	0	0	0	0	0	0	0	0	0	0	0
Stalking	0	0	0	0	0	0	0	0	0	0	0	0

\*Criminal offenses that manifest evidence of prejudice based on race, religion, sexual orientation, gender, disability, ethnicity, gender identity or national origin can be classed as Hate Crimes as prescribed by the Hate Crimes Statistics Act (28 U.S.C. 537).

# FIRE REPORT

## JACKSON CAMPUS 2021

Residential Facility	Total Fires Each Building	Fire Number	Cause of Fire	Number of Injuries due to the Fire	Number of Deaths related to the Fire	Value of Property Damaged in Fire
Gold Hall (2115 Emmons Rd)	0	0	N/A	0	0	N/A
Maroon Hall (2145 Emmons Rd)	0	0	N/A	0	0	N/A
Campus View (2175 Emmons Rd)	0	0	N/A	0	0	N/A
Jets Village A (3016 Emmons Rd) (Opened Summer 2021)	0	0	N/A	0	0	N/A
Jets Village B (3022 Emmons Rd) (Opened Summer 2021)	0	0	N/A	0	0	N/A
Jets Village C (3029 Emmons Rd) (Opened Summer 2021)	0	0	N/A	0	0	N/A
Jets Village D (3032 Emmons Rd) (Opened Summer 2021)	0	0	N/A	0	0	N/A
Jets Village E (3035 Emmons Rd) (Opened Summer 2021)	0	0	N/A	0	0	N/A
Jets Village F (3039 Emmons Rd) (Opened Summer 2021)	0	0	N/A	0	0	N/A

## JACKSON CAMPUS 2020

Residential Facility	Total Fires Each Building	Fire Number	Cause of Fire	Number of Injuries due to the Fire	Number of Deaths related to the Fire	Value of Property Damaged in Fire
Gold Hall (2115 Emmons Rd)	0	0	N/A	0	0	N/A
Maroon Hall (2145 Emmons Rd)	0	0	N/A	0	0	N/A
Campus View (2175 Emmons Rd)	0	0	N/A	0	0	N/A

## JACKSON CAMPUS 2019

Residential Facility	Total Fires Each Building	Fire Number	Cause of Fire	Number of Injuries due to the Fire	Number of Deaths related to the Fire	Value of Property Damaged in Fire
Gold Hall (2115 Emmons Rd)	0	0	N/A	0	0	N/A
Maroon Hall (2145 Emmons Rd)	0	0	N/A	0	0	N/A
Campus View (2175 Emmons Rd)	0	0	N/A	0	0	N/A

## **Campus Residences Fire Safety Systems:**

All Campus Residences (Gold Hall, Maroon Hall, Campus View and Jets Village) were designed and constructed to meet all fire codes in place at the time of construction. They have a fire alarm system which is monitored by an alarm monitoring company off site, full sprinkler systems, smoke detection system, and portable fire extinguishers.

Jackson College maintains an emergency procedure manual and there are flip charts regarding emergency evacuations and fire alarms in all apartments. In 2021 there were three fire drills conducted in Gold Hall, Maroon Hall and Campus View.

If you observe a fire or smell smoke, you should activate the nearest fire alarm, close all doors and evacuate the building in a calm manner. If you know of residents requiring special assistance and can assist them from the building safely, please assist them in getting out of the building. If the situation is dangerous, notify responding fire personnel, Campus Safety and Security or Housing Staff of their last know location. You should move to the location that was pre-determined by the resident housing staff in the drills which you have participated in. Once out of the building call 911 and Campus Safety and Security at 517.796.8620.

Once the buildings have been evacuated due to a fire or fire alarm, you will not be allowed back into the residence hall until advised by Campus Safety and Security personnel. Jackson College has begun implementation of the National Incident Management System (NIMS) for its emergency and non-emergency events, and is working towards having all Safety and Security Personnel and Building Liaisons trained to integrate with first responders who may respond to emergencies, especially fire on our campuses.

## **Campus Residences Policies related to Fire Safety**

### **Electrical equipment approved for student use in bedrooms:**

- Irons (equipped with an auto shutoff feature),
- Small desk lights with a glass cover.
- Personal computers and accessories, clocks, coffee makers, microwaves (under .5 cubic feet), desk and window fans, non-halogen floor lamps, answering machines, portable hair dryers/curlers, radios, compact disk players, TV's, VCRs and DVDs. Refrigerators must be smaller than 5 cubic feet and use less than 1.5 amps of electric current.

### **Electrical equipment approved for student use in kitchen:**

- Toasters
- Popcorn Poppers
- George Foreman style grills

## **Appliances-Safe Use**

Do not leave heat-producing appliances (i.e. curling irons, irons, etc.) unattended. Unplug them when not in use and allow them to cool before storing. Do not cover ventilation openings on TVs, stereos or radios. Appliances should only be used with proper extension cords. Unplug all appliances before leaving for vacations or breaks. Don't overload circuits by plugging too many appliances into one outlet or extension cords. If you need more

outlets, we recommend that you purchase a multi-outlet strip with a circuit breaker (limit two multi-outlet strips per bedroom).

### **Prohibited Items**

The following is a list of items the College has prohibited in the Campus Residences due to the potential fire hazard:

- Live holiday trees or wreaths
- Candles/Incense, potpourri pots
- Dangerous materials such as gun powder, laboratory chemicals, acid, fireworks, air guns, paintball, gasoline, oil, kerosene, propane, charcoal, turpentine and other combustibles are not permitted.
- Motorcycles, hoverboards or other fuel-driven engines may not be placed or operated anywhere inside the building or on patios.
- Natural cut trees, branches or greens, other than potted plants, are prohibited in student suites/bedrooms.
- Mug Warmers
- Wax/Candle warmer
- Grills
- Space heaters
- Air conditioners
- Halogen lamps
- Hot plates

Campus crime and fire statistics are also available on the Jackson College website at [www.jccmi.edu/security](http://www.jccmi.edu/security).







**2111 Emmons Road  
Jackson, MI 49201-8399**

**View crime statistics at <http://ope.ed.gov/security>  
or [www.jccmi.edu/security](http://www.jccmi.edu/security)**

*This brochure is provided in compliance with the  
Crime Awareness and Campus Security Act of 1990.*

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