



***Bucks County Community
College***

2021

**ANNUAL
SECURITY
REPORT**

For Calendar Years
2018, 2019, 2020

**275 Swamp Rd.
Newtown, PA 18940**

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Office of Security and Safety*

BUCKS COUNTY COMMUNITY COLLEGE 2021 ANNUAL SECURITY REPORT

INTRODUCTION:

As of the start of the Fall, 2021 semester, Bucks County Community College's three campuses provide affordable higher education opportunities for 5,717 students. Approximately 39% of the college's registered students attend on a full-time basis. Additionally, there are more than 400 full-time employees of the college. The main campus, located in Newtown, PA, extends across 260 acres, including over two dozen buildings. The college also operates the Gene and Marlene Epstein Campus at Lower Bucks, located in Bristol, PA, the Upper Bucks Campus, located in Perkasi, PA and the Lower Bucks Public Safety Training Center in Bristol, PA. This document has been prepared by the Office of Security and Safety and is intended to provide information on campus crime rates, campus safety programs as well as policies and procedures regarding the reporting of emergencies and other safety-related issues.

It is the primary objective of the Office of Security and Safety to provide a safe campus environment where community members can study, work, and develop personally, professionally, intellectually, and socially. Questions, comments, or suggestions regarding the information contained within this document or any related issue should be forwarded to the Executive Director of Security and Safety at (215) 968-8394.



Security and Safety personnel strive to be a helpful and welcoming presence on campus.

The Office of Security and Safety has primary responsibility for emergency response and security on campus. Security & Safety is based at the Newtown Campus, 275 Swamp Rd., Cottage 4, Newtown, PA 18940 (215-968-8911). The office is under the leadership of the Executive Director, who reports to the Vice-President for Administrative Affairs. The Assistant Director provides coordination of physical security systems, fire safety, emergency management activities, and parking and oversees the department in the Executive Director's absence. Two lieutenants supervise uniformed patrol operations. The Executive Director and lieutenants are certified under PA Act 235 and armed while on duty.

In addition to supervisory personnel, the Office is staffed 24 hours a day by 14 full-time and 9 part-time security officers who proactively patrol the campus, supplement the office's communications center operations and provide security services for campus special events. Officers patrol the campus by foot, vehicle, and bicycle.

The Office of Security and Safety is additionally supported by three administrative assistants as well as part-time student employees. Security and Safety officers also patrol the Lower Bucks and Upper Bucks Campuses when they are open. Overnight shifts and some weekend shifts at the Lower Bucks Campus are staffed via contractual arrangement with a private security firm.

In order to help ensure the highest degree of security and safety, campus community members are encouraged to think of campus safety as a shared responsibility. This may include considerations such as reporting crimes and suspicious activities, taking advantage of the security escort service, and properly securing personal belongings. The Office of Security and Safety takes a leadership role in this area through preventive patrols, incident investigation, fire prevention, educational programs on campus safety, and crime prevention services. In addition, the Office of Security and Safety is responsible for fire alarm, access control and video surveillance systems, parking and traffic regulation, securing lost property, and investigation of reported crimes on campus.

In order to respond to medical emergencies, Security and Safety officers are certified in CPR (Cardio-Pulmonary Resuscitation) and AED (Automated External Defibrillator). Several officers are also certified as Emergency Medical Technicians (EMT). All officers and supervisors carry and are trained in the use of Narcan, a medication effective in reversing the effects of opioid overdoses.

CRIME REPORTING AND TIMELY WARNINGS:

The college takes its duty to inform students of potentially threatening situations very seriously. As a result, information related to crime and criminal activity is provided to the community in an accurate and timely fashion. Because community awareness is essential to effective crime reduction, the college will release information that can be used by students and other college community members to reduce their chances of becoming crime victims.

The Office of Security and Safety issues timely warnings or safety alerts to campus community members informing them of incidents/crimes impacting the campus community and/or surrounding areas. This information is disseminated to the campus



Officer Devon Blackman patrols on bike at the Newtown Campus.

community via several channels, including email, text messages, website postings, social media, on-campus computer screens, informational flyers, and during crime prevention presentations.

Reports of emergencies will be confirmed by Security & Safety personnel based on the available information at the time. The decision to issue a timely warning or safety alert is subsequently made by the Executive Director of Security and Safety in consultation with the President and/or Vice President for Administrative Affairs. Safety alert notices are submitted to the campus community regarding crimes that represent a continuing threat to students and employees and which were reported to officials with significant responsibility for student and campus activities, campus safety and security, or the local police. Names of victims and witnesses are always withheld from timely warning messages.

REPORTING OF CRIMINAL ACTIONS AND EMERGENCIES:

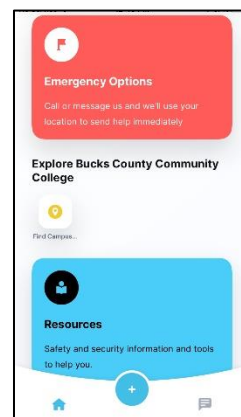
To report a crime or emergency, members of the community should call the Office of Security and Safety by dialing 215-968-8911 or via extension 8911 from phones located on campus. For quick retrieval in an emergency, students and employees are encouraged to add this number to the contacts on their mobile device.

Reports may also be made in person by visiting Cottage 4 or approaching any security officer. Crimes or suspicious occurrences may be reported anonymously at <http://www.bucks.edu/tips> or may be reported directly to Security & Safety via the LiveSafe app which is available as a free download for iOS and Android devices.

To obtain information, request an escort or inquire about any other security-related service, students should call 215-968-8911 or extension 8911 from campus phones. All phone lines routed to Security and Safety are answered 24 hours per day by trained Security personnel. If needed, Security and Safety personnel will notify Bucks County emergency dispatchers regarding emergency situations occurring on-campus via the County's 911 system. A direct radio link with the Bucks County Communications Center affords the Office of Security & Safety the ability to communicate directly with responding police, fire, and EMS personnel in an emergency.

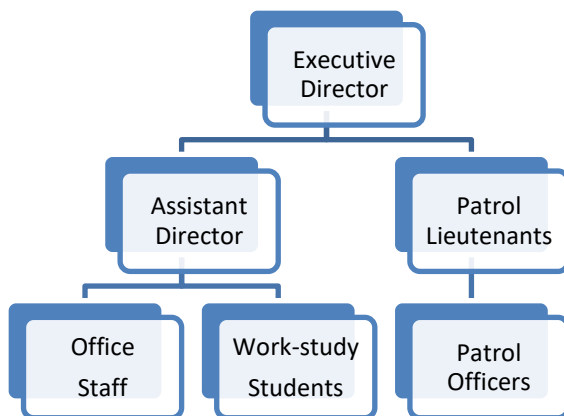
The Office of Security & Safety works closely with the Office of Student Life and the Physical Plant department to ensure a safe environment for higher education. The Newtown Township Police Department, Bristol Township Police Department, Pennridge Regional Police Department, Tyler State Park Rangers, as well as local fire departments and ambulance corps are also available to support the mission of the Office of Security and Safety.

Located throughout the Newtown campus are 17 well-marked, blue light emergency call boxes. An additional two call boxes are located at the Lower Bucks Campus along with four at the Upper Bucks Campus. In addition to reporting emergencies and suspicious activity, the call boxes may be used to request an escort, Newtown evening shuttle pickup, directions or parking lot assistance. Security personnel inspect the call boxes on a regular basis to ensure that they are operative. In addition, an extensive surveillance video camera network deployed at all three campuses assists in maintaining a safe environment.



Students are encouraged to download the free LiveSafe app for iOS or Android devices.

OFFICE OF SECURITY AND SAFETY ORGANIZATIONAL STRUCTURE:



CAMPUS ENFORCEMENT AUTHORITY:

Students and employees are encouraged to promptly report on-campus crime and suspicious activities to the Office of Security & Safety. When incidents occur off-campus, students and employees are encouraged to contact the appropriate local police department.

It should be noted that Security & Safety officers have no arrest authority beyond that of an ordinary citizen; however, officers stand ready to receive reports of crime and refer these to the local police or campus judicial officials. Security personnel also perform follow-up investigations when appropriate. In order to maximize the effectiveness of local police services to the campus community, Security and Safety maintains excellent working relationships with the Newtown Township Police Department, Bristol Township Police Department, Pennridge Regional Police Department, and Tyler State Park Rangers. To that end, the college has written memoranda of understanding (MOU) with the three police agencies which have primary jurisdiction over our campuses. The Associate Provost and the Director of Student Life coordinate disciplinary actions for matters that violate the college's Code of Conduct.



Security Officer Joe Lee is a certified Emergency Medical Technician (EMT).

CAMPUS COMMUNITY SUGGESTIONS & FEEDBACK:

The Executive Director of Security & Safety strongly encourages students, faculty and employees to make suggestions or inquiries on matters related to campus safety. In addition, concerns about the conduct or job performance of Security & Safety personnel should be brought to the attention of the Executive Director by calling (215) 968-8394 or by email to: Dennis.McCauley@Bucks.edu.

ALCOHOL POLICY:

The college actively discourages the irresponsible use of alcohol. In compliance with Pennsylvania laws and the Drug Free Schools and Communities Act, the college does not condone the consumption of alcoholic beverages by students or their guests on campus. The college will establish reasonable procedures to assure that students are aware of their legal obligations in this regard. Inappropriate behavior involving the furnishing or consumption of

alcoholic beverages will result in disciplinary proceedings and penalties. The college recognizes and cooperates with law enforcement authorities in their enforcement efforts pertaining to the illegal consumption or possession of alcoholic beverages, and will seek to educate students about laws pertaining to the use, consumption, possession, and abuse of alcoholic beverages (see Appendix D for additional information on penalties).

CONTROLLED SUBSTANCE POLICY:

Illegal possession, manufacture, distribution, or use of drugs or narcotics by students constitutes unacceptable conduct. Students involved in such activities are subject to disciplinary measures by the college. Moreover, under Pennsylvania law, those who possess a small amount of marijuana (30 grams or less) are guilty of a misdemeanor. Selling marijuana and illegally possessing or distributing any other type of drug is a felony and carries heavier penalties (see Appendices B and C for additional information on federal and state penalties). The Office of Security and Safety will report drug law violations to local police.

It is the policy of Bucks County Community College to maintain a drug-free workplace. Illegal possession, use, manufacture, or distribution of drugs or narcotics by employees constitutes unacceptable conduct and makes such employees subject to disciplinary procedures of the college, up to and including termination.

The purpose of this summary is to provide students and employees of the college with general information on applicable laws. Although every effort has been made to provide accurate information at the time of printing, this information can at any time be superseded by changes in the law. Each student and employee has the ultimate responsibility to stay informed concerning changes in the law. Those with specific legal questions are encouraged to consult with an attorney.

All Security & Safety officers carry and are trained in the use of Narcan, a medication which can reverse the effects of an opioid overdose.

The college's Drug and Alcohol Prevention Program which includes information on criminal law penalties for drug violations may be viewed at: <https://www.bucks.edu/media/bcccmcdialibrary/pdf/DrugAlcoholInfoSheets.pdf>. This information is also included in Appendix E.

ALCOHOL AND DRUG ABUSE SUPPORT SERVICES AND EDUCATION PROGRAMS:

Bucks County Community College's Counseling Services department has a staff of licensed counselors who are available to students in crisis as well as for ongoing counseling, assessment, and referral. All counseling services are strictly confidential. Students may refer themselves or be referred by the Office of Student Life following alcohol or drug-related incidents. They may also be referred by concerned faculty or administrators. Counseling staff assists the student by recommending off-campus assessment/treatment providers from which the student may choose. A comprehensive list of drug and alcohol abuse prevention programs presented by the college during 2019-2020 may be found in Appendix E.



Officer Jack Howarth operates the evening shuttle service at the Newtown Campus.

SEXUAL ASSAULT PREVENTION PROGRAMMING:

A variety of programs offered by the college address sexual assault prevention and awareness. For example, the Office of Security & Safety has two staff members certified as instructors of the Rape Aggression Defense (R.A.D.) system. Security & Safety, in partnership with the Student Government Association, offers this valuable training, free of charge, to the women of the campus community.

In addition, the college provides programs to new students through a variety of channels during the academic year. A listing of such programs for 2019-2020 is provided in Appendix F. New employees must complete Title IX training after being hired and employees must be recertified periodically.

SEXUAL ASSAULT, DOMESTIC OR DATING VIOLENCE, STALKING & GENDER-BASED PROHIBITED CONDUCT:

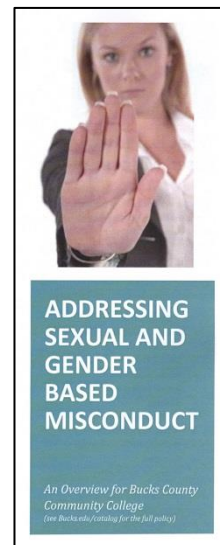
Bucks County Community College will act swiftly to protect the rights of all its members. Women or men who have been victims of sexual assault, domestic violence, dating violence, or stalking as defined by the Clery Act are protected by the policy commitment of Bucks County Community College to comply with applicable federal and state law prohibiting sex or gender discrimination, unlawful retaliation, and sexual harassment. Furthermore, it is the policy of the college to prohibit conduct that constitutes sexually related crime. The college expressly prohibits gender-based prohibited conduct as defined in this policy, which applies to all students, employees, faculty members, administrators, and trustees of the college, as well as contractors and vendors who may be performing work on behalf of the college.

The college will take immediate and appropriate action once it becomes aware of any act of gender-based prohibited conduct in any of its educational programs or activities. The college will act on any complaint of gender-based prohibited conduct in order to investigate and to resolve such complaints promptly and effectively. While the college does not limit the time frame for filing a complaint, it encourages complaints to be filed in as timely a manner as possible since the college's ability to investigate may be limited in cases in which a significant length of time has elapsed between an incident and the filing of a complaint. When reviewing a complaint, the standard of review utilized by the college shall be that of a preponderance of the evidence (i.e., whether the conduct complained of is more likely than not to have occurred).

During an investigation, the parties may be permitted to present witnesses and other evidence. The college's investigation will continue whether or not the complaint also is being investigated by another agency or by law enforcement unless the college's investigation would impede such an investigation. If the college's investigation is delayed in order to allow a law enforcement investigation to proceed, the college will implement interim steps to assure the victim's safety.

In cases involving allegations of sexual harassment or sexual violence between students, a judicial hearing consistent with the Student Code of Conduct will be conducted following the conclusion of any investigation into the matter. Such proceedings will be held promptly, utilizing a fair and impartial process from initial investigation to final result. During the hearing process, both accuser and accused will have the same opportunities to be accompanied by an advisor of their choice. However, the college may limit the advisor's role during the proceedings and may remove or dismiss advisors who become disruptive or who do not abide by the restrictions on their participation.

College officials conducting such hearings are considered Campus Security Authorities (CSA) and as such, receive annual CSA training provided by D. Stafford & Associates that includes issues related to dating violence, domestic violence, sexual assault and stalking.



If it is determined that a violation of policy has occurred, the college will act promptly to eliminate the inappropriate conduct and prevent its recurrence and address its effects by taking appropriate action, which may, depending upon the circumstances, include but not be limited to, a change in class or work schedules or assignments, mandatory training or suspension, imposing restrictions on contact between parties, providing safe on-campus transportation and/or a security escort to and from classes, to an on-campus vehicle or public transportation; leaves of absence, and increased monitoring of certain areas of the campus. Disciplinary measures may include reprimand, loss of privilege, suspension, expulsion and/or immediate termination of employment.

Upon completion of the investigation, the individual who made the complaint and the individual against whom the complaint was made will be simultaneously advised of the results of the investigation in writing and, where a remedy is determined to be appropriate, both parties will be informed of the steps that will be taken to remedy the situation. Both parties will also be advised of the procedure to appeal the result of the institutional disciplinary proceeding and subsequently, any change to the original result as well as the date upon which such results become final.

Following a report of sexual assault, sexual harassment, or other sexual misconduct, the college will provide interim support and reasonable protection against further acts of misconduct, harassment, or retaliation as needed, as well as provide services and resources to provide a safe educational and employment environment. The college will determine the necessity and scope of any interim measures pending the completion of the complaint process.

Depending on the facts and circumstances of the specific complaint, the college's Title IX Coordinator or designee will immediately contact appropriate agencies and organizations to effect immediate relief, care, and support for the complainant and/or the victim in any given case including but not limited to:

1. The closest, competent health care facility
2. The police department and/or the Office of Security and Safety
3. Bucks County Community College Counseling Services
4. The Employee Assistance Program (EAP)

As an immediate priority, care will be taken to ensure the safety and well-being of the complainant and/or victim, and to exercise all precautionary measures to prevent a repeat of the alleged incident of gender-based prohibited conduct. Accordingly, interim measures, such as a temporary suspension or leave of absence for the suspect, may be implemented by the college, pending a hearing on the matter.

In cases of sexual violence, domestic violence, dating violence or stalking, regardless of where the incident occurred assistance is available 24 hours a day by calling Security and Safety at 215-968-8911 or local police by dialing 911.

Following such a report, the Title IX Coordinator or designee will inform the complaining victim of the right to file a criminal complaint with applicable law enforcement authorities and shall make known and available to the complaining victim information related to available support services and medical and counseling resources as applicable.



Officer Brandy Strickland helps new students find their way to class.

A complainant who wishes to pursue a criminal complaint is encouraged to make a report to local law enforcement. The Office of Security and Safety will help facilitate this contact, if requested to do so by the complainant. Local law enforcement will then conduct a criminal investigation which typically involves gathering evidence and interviewing the victim as well as potential witnesses and suspects. Police and the Bucks County District Attorney's Office will, based on the results of the investigation, determine whether the case should be referred for prosecution. Unless there are compelling circumstances, the college will typically not file an independent police report without the consent of the victim.

The Office of Security and Safety encourages all victims to seek assistance from a medical provider and/or law enforcement as soon as possible after an incident of sexual misconduct. This option can provide for physical safety and emotional support to the victim. It is the best option to ensure medical care, if necessary, and may assist in an investigation by preserving potential evidence.

Security and Safety will offer to escort any student or employee to a safe place, arrange for transportation to the hospital, assist in coordination with law enforcement, and provide written information about the college's Gender Based Misconduct policy as well as their rights and options whether the alleged misconduct occurred on college property or not.

Retaliation against any individual for making a complaint of a violation or alleged violation of this policy will not be tolerated. Any acts of retaliation will be subject to appropriate disciplinary action, such as but not limited to reprimand, change in work assignment, loss of privilege, mandatory training or suspension/expulsion and/or immediate termination.

Safe and positive options for bystander intervention are presented to students during campus sexual health conferences. Additional material is provided during a required class for new students as well as during orientation. Information on bystander intervention is also available on the Bucks County Community College website at: bucks.edu/resources/counseling/titleix/bystander/. Training for new students includes information on risk reduction strategies to reduce the likelihood of sexual assault and overcome bystander inaction. Information about risk reduction is never presented in a manner that encourages victim blaming. The college's Bystander Intervention strategies are listed in Appendix J.

RIGHTS OF VICTIMS

Based upon their needs, victims may opt to seek a Protection From Abuse order (PFA), a Sexual Violence Protection Order (SVPO) or a Protection from Intimidation Order from Bucks County Court of Common Pleas or other court with jurisdiction. Petitions for such court orders must be filed with the Bucks County Prothonotary's Family Court Office, 100 North Main Street, Doylestown, PA (215-348-6822) <https://www.buckscounty.gov/597/Protection-From-Abuse>.

Victims do not need a lawyer in order to seek a protective order. The petition to the court can be filed *Pro Se* (which means for yourself). Free assistance with the required forms is available from A Woman's Place-Legal Advocacy Program 215-348-0445 or Legal Aid of Southeastern Pennsylvania (215) 340-1818. The Doylestown Legal Aid office is located at 224 N. Main St., Doylestown, PA 18901. An attorney will represent victims in court free of charge through a cooperative effort of the Legal Aid of Southeastern Pennsylvania and the Bucks County Bar Association. Victims may also contact A Woman's Place at 1-800-220-8116 if they need shelter, want to arrange for someone to accompany them to the court hearing or want legal guidance and information.

Once issued by the court, a copy of the protective order should be filed with Security & Safety as well as the local police department(s) with jurisdiction over places frequented by the victim such as home, school and work. While Bucks County Community college does not have the authority to issue protective orders with the force of law, suspects in sexual assault investigations may be removed from campus through temporary suspensions or leaves of absence pending a hearing on the matter.

Preserving the victim's privacy and confidentiality in such cases is of the utmost importance. While all crimes, including those alleging gender-based misconduct, are required to be reported by the college in the Annual Security Report and on the Daily Crime Log, no personally identifying information is ever included. Nor are Security and Safety's investigative reports publically available.

In addition, the college will maintain as confidential any accommodations or protective measures provided to the victim, to the extent that maintaining such confidentiality would not impair the ability of the college to provide those accommodations or protective measures. In some cases, the college may need to disclose some information about a victim to a trusted third party in order to provide necessary accommodations or protective measures in a timely manner. The Executive Director of Security & Safety will determine which information may be disclosed and to whom. This decision may involve consultation with other college officials such as the Title IX Coordinator, Executive Director of Human Resources, Associate Provost and Solicitor. In order to minimize risk to the victim's confidentiality, careful consideration will be given to who may have access to this information. Victims will be informed of such disclosures including which information will be shared, with whom it will be shared, and why.

The college will provide written notification to students and employees about existing 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 larger community. As of the Fall, 2021 semester, these include services within the college such as Counseling Services (215-968-8189), Accessibility Office (215-968-8182), Employee Assistance Program ([HealthAdvocate.com](https://www.healthadvocate.com)). External resources include A Woman's Place (24 hour hotline - 800-220-8116 or [Awomansplace.org](https://www.awomansplace.org)), Network of Victim Assistance (24 hour hotline - 800-675-6900 or [NovaBucks.org](https://www.novabucks.org)), Legal Aid of Southeastern Pennsylvania (215-340-1818), A Woman's Place-Legal Advocacy Program (215-348-0445), and National Immigrant Justice Center ([ImmigrantJustice.org](https://www.immigrantjustice.org)).

The college is obligated to comply with a student's reasonable request for an academic situation change following an alleged sex offense. The college will provide written notification to students about how to request changes to academic, transportation and working situations or protective measures. Such accommodations or protective measures will be provided if the victim requests them and if they are reasonably available, regardless of whether the victim chooses to report the crime to the Office of Security and Safety or local law enforcement. The college is committed to the idea that protective measures should minimize the burden on the victim. Decisions regarding accommodations to victims will be made by the Title IX Coordinator in consultation with other college officials.

Information regarding the process of student disciplinary proceedings may be found at bucks.edu/policy/codeofconduct/. Generally, the Title IX Coordinator, in consultation with other college officials, will decide which type of proceeding will be used in cases involving a student perpetrator. Employee disciplinary proceedings are coordinated through the Office of Human Resources and reflect provisions of various collective bargaining agreements. Employees are subject to the college's Gender Based Misconduct policy with penalties up to and including suspension and termination of employment.

The college's Chief Diversity, Equity and Inclusion Officer, Kevin Antoine, J.D., serves as Title IX Coordinator and may be reached at (215) 968-8093 or by email at: kevin.antoine@bucks.edu.

Keeping personnel current on proper handling of sexual assault investigations is a priority. For that reason, in May, 2021, the Office of Security & Safety hosted the two day IACLEA/CRI-TAC seminar "*Sexual Assault on Campus: A Trauma-Informed Response*." This valuable training was attended by members of Security and Safety as well as campus police, campus security and student affairs professionals from the greater Philadelphia region and beyond.

SEX OFFENDER REGISTRY AND ACCESS TO RELATED INFORMATION:

The federal Campus Sex Crimes Prevention Act requires institutions of higher education to issue a statement advising the campus community where law enforcement agency information provided by a state concerning registered sex offenders may be obtained. It also requires sex offenders already required to register in a state to provide notice, as required under law, of each institution of higher education in that state at which the person is employed, carries on a vocation, or is a student.

In the Commonwealth of Pennsylvania, information regarding registered sex offenders who are subject to community notification may be obtained from a community member's respective local municipal police agency and/or the Pennsylvania State Police. In Newtown, Bristol and Perkasie, where our three campuses are located, information regarding registered sex offenders who are subject to community notification may be obtained at the respective local police departments, at any Pennsylvania State Police barracks, or online at www.pameganslaw.state.pa.us.

ACCESS TO CAMPUS FACILITIES:

Most campus buildings and facilities are accessible to members of the campus community, guests and visitors during normal hours of business. Faculty and staff who require access during non-duty hours should notify Security & Safety. Department heads should submit authorized entry lists to Security and Safety for personnel assigned to their respective departments with special access needs. Note that, due to the COVID-19 pandemic, the normal access process was temporarily modified to include a health screening and limited to only those who have classes, employment or other business on campus.

The college has no student residential facilities and there are no officially-recognized student organizations that maintain off-campus buildings.

MAINTENANCE AND SECURITY OF CAMPUS FACILITIES:

Bucks County Community College maintains a strong commitment to campus safety and security, including proper oversight of facility issues which may impact the safety of the campus community.

Exterior lighting, for example, is an important environmental component of an effective crime prevention program. Visual inspections and surveys of exterior and interior campus lighting are conducted by patrolling security officers on a daily basis. Lighting problems are documented and reported to the Physical Plant department for repair.

Security officers also inspect doors on campus to ensure that locks are working properly. Exterior doors on all academic and administrative buildings on campus are locked and secured every evening.

Parking lots and other public areas are actively patrolled by Security and Safety. Such patrols increase visibility and act as a deterrent to potential criminal activity. Security representatives conduct both scheduled facility safety audits as well as daily inspections of facilities while on patrol. These audits and inspections include all college-owned buildings, facilities, storage areas, and other areas owned or controlled by the college. Any observed discrepancies are reported to the appropriate campus departments for follow-up and correction.



SECURITY AWARENESS AND CRIME PREVENTION PROGRAMS:

The Office of Security and Safety strives to prevent crimes from occurring instead of merely reacting to reports of crimes that have already occurred. The Office's crime prevention program is designed to minimize criminal opportunities that exist on campus and to create an atmosphere in which students and employees become more aware of their own security and the security of others.

Crime prevention programs offered by Security & Safety include campus escort service; an on-demand video which provides guidance to students and employees about how to respond in an active shooter situation; printed crime prevention materials; R.A.D. sexual assault prevention training (offered each semester); poster campaigns on crime prevention topics; security & facility surveys; and social media messaging. Social media, including Facebook and Twitter, are utilized to issue multiple messages per semester on a variety of crime prevention and safety-related topics. Social media is also used to promote the college's emergency text message alert system.

In addition, the Executive Director and Assistant Director conduct annual liaison meetings with representatives of the Student Government Association. The Office of Security & Safety also enhances campus safety through its participation in professional organizations such as the International Association of Campus Law Enforcement Administrators, Northeast Colleges and Universities Security Association, Police Chief's Association of Bucks County, Philadelphia Electronic Crimes Task Force, and National Safety Council. The Office of Security and Safety's approach to crime prevention mirrors the community policing concept in order to engage with students, faculty and employees in a joint effort to ensure that Bucks County Community College is a safe place to learn and grow.

MISSING/RUNAWAY PERSON(S):

While Bucks County Community College does not maintain any student residential facilities, missing person reports are still treated as priority investigations. When Security and Safety is notified that a person is missing from campus, immediate efforts are made to locate the individual, including a thorough search of the campus. Specific response steps and notifications vary according to whether the individual is a student, non-student, adult, juvenile or has special circumstances which indicate they may be at elevated risk. In all cases, a Security and Safety supervisor will be notified and will assume responsibility for the search efforts. The Executive Director will determine whether an alert should be sent out to the campus community.

Based upon information gathered during the initial response, the Office of Security and Safety may request police to respond. Concurrently, certain college officials will be notified. When appropriate, a referral will be made to the Counseling Services Office and/or Behavioral Intervention Team.

The following criteria may trigger immediate notification to police:

1. The person reported missing has a physical or mental disability; thereby subjecting him/herself, or others to personal and/or immediate danger.
2. The person reported missing is/was in the company of another person under circumstances indicating his/her physical safety is in danger.
3. The person reported missing is missing under circumstances indicating the disappearance was not voluntary.
4. The person is less than 18 years of age.

"Suzanne's Law" requiring local police to notify the National Crime Information Center (NCIC) when someone between 18 and 21 is reported missing was signed into law by President George W. Bush in the Spring of 2003 as part of the national "Amber Alert" Bill. The federal law is named after Suzanne Lyall, a State University of New York at Albany student who has been missing since 1998. Previously police were only required to report missing persons under the age of 18. This new law is intended to encourage police to begin investigating immediately when college-age people disappear, instead of waiting 24 hours, which has been a common practice. Upon closure of the missing person investigation, all parties previously contacted will be advised of the status of the case.



Lt. Bill Torpey on foot patrol in the Science Center

EMERGENCY RESPONSE AND EVACUATION PROCEDURES:

In the event of a significant emergency or dangerous situation involving an immediate threat to the health or safety of those on campus, communications will be under the direction of the College President or designated Emergency Director. The college employs a variety of means for rapid notification of the campus community during an emergency, including text messages, email, social media, desktop computer pop-ups, and announcement banners on the college's home page.

In such an emergency, the college will, without delay, and taking into account the safety of the community, determine the content of the notification, unless the notification will, in the judgment of responsible authorities, compromise efforts to assist victims or to contain, respond to, or otherwise mitigate the emergency.

When a significant campus emergency is reported, Security & Safety personnel will mount an immediate effort to confirm the report. If the risk to the campus community is significant, 911 will be contacted and advised of the report, even while security officers are attempting to confirm.

When confirmation of an emergency has been made by the Office of Security and Safety or by a public safety agency, the President or President's designee will declare a campus-wide emergency. The appropriate emergency notification system(s) will be activated.

In general, alerts are issued on a college-wide basis due to the relative proximity of the campuses to one another and the fact that some students and employees regularly travel from campus to campus. Alerts will advise the campus community of the emergency, its specific location, and other pertinent details such as best evacuation routes. Communications personnel in Security & Safety are trained to provide periodic updates on the event via the emergency notification channels.

The following college employees are responsible for carrying out the emergency notification process: President, Vice-President for Administrative Affairs, Provost, Associate Provost, Dean of Learning Resources, Vice-President for Technology, Executive Director of Security & Safety, Assistant Director of Security & Safety, and I.T. Security Officer.

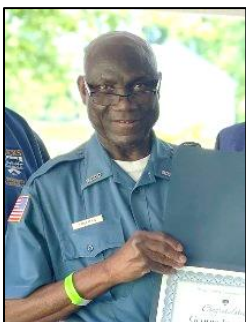
External communications during an emergency will be under the direction of the President or the designated Emergency Director. One official spokesperson will be designated, along with an alternate. All public and media contacts will be handled by the Public Relations Office.

Security & Safety coordinates tests of the college's emergency notification/evacuation systems at least once per semester. Tests include text messages, email, social media, desktop, and large screen alert systems, fire alarm system and the college's home page.

In addition to numerous activations throughout the year for weather events and other emergencies, the emergency alert system is tested during Spring and Fall semesters. Tests are typically unannounced and follow-up is conducted afterward with the campus community. Tests will provide a link to additional emergency resources located on the Security & Safety website at: <https://www.bucks.edu/resources/security/>.



SWAT officers conducted an active shooter drill at Newtown Campus in January, 2021.



Officer George Freeman retired in 2021 after years of service to the college.

If evacuation is required, the college will follow the steps outlined in its Emergency Plan. Students and employees would be directed via emergency campus alerts to seek shelter or if necessary, evacuate and avoid specified hazardous areas on campus. Security personnel, assisted by local police, will direct the evacuation process and traffic flow exiting campus.

In order to prepare for potential emergencies, Security & Safety works with local police agencies to ensure that police responders are familiar with our campuses. The college also participates in emergency drills with local public safety and public health authorities. Most recently, in January, 2021 a Bucks County regional SWAT team conducted a training exercise at the Newtown Campus. In addition, Shelter-in-Place drills, which include an evacuation component, are conducted annually.

CAMPUS CRIME AND PREPARATION OF THE ANNUAL SECURITY REPORT:

Bucks County Community College is committed to the accurate reporting of crimes on campus. These statistics are compiled from information contained within official Office of Security and Safety incident reports, Student Affairs, applicable police reports, and information received from officials of the college with significant responsibility for student activities. To this end, the college has trained its Campus Security Authorities (CSA), as defined by federal law, regarding their duty to report all crimes to the Office of Security and Safety for inclusion in the annual disclosure of crime statistics.

Professional counselors who act in such capacities as defined by federal law, have been advised that, while not obligated to report crimes for the purpose of compiling these statistics, they are encouraged, when they deem it appropriate, to inform the persons they are counseling of their option to report any crimes on a voluntary, confidential basis for inclusion. Beginning with the 2014 edition of the Campus Crime report, available data for Domestic Violence, Dating Violence and Stalking have been included, as mandated by the Violence Against Women Reauthorization Act of 2013.

The college will, upon written request, disclose to the alleged victim of a crime of violence (as that term is defined in section 16 of title 18, United States Code), or non-forcible sex offense, the results of any disciplinary proceeding conducted by the college against the alleged perpetrator(s). In the case of an alleged victim who is deceased as a result of such crime, the next of kin shall be treated as the alleged victim for this purpose.

FOR ADDITIONAL INFORMATION CONTACT:

1. Executive Director of Security and Safety: (215) 968-8394
2. Vice-President for Administration: (215) 968-8300
3. Associate Provost: (215) 968-8213
4. Director of Student Life: (215) 968-8257
5. Chief Diversity, Equity & Inclusion Officer: (215) 968-8093

BUCKS COUNTY COMMUNITY COLLEGE & COVID-19:



BCCC implemented extensive COVID-19 response protocols designed to keep students, faculty and employees safe.

Bucks County Community College, its students, and employees have been significantly impacted by the COVID-19 pandemic of 2020 - 2021.

The initial outbreak of the pandemic led the college to cancel all events and pivot to remote learning in mid-March, 2020. A working group of key employees known as the Green Team was created to plan the college's ongoing response to the pandemic. The Green Team is comprised of representatives from faculty, administration, I.T., Security and Physical Plant. The group, which reports to the President, is chaired by the Provost.

Drawing upon information and recommendations from the Pennsylvania Department of Education, Pennsylvania Department of Health, Bucks County Health Department and the Centers for Disease Control & Prevention (CDC), the college created a Campus Health & Safety Plan which can be viewed at:

<https://www.bucks.edu/coronavirus/campus/>. The link to the plan is prominently featured on the college's home page and includes information about the pandemic as well as links to the CDC website. Additional COVID-19 information and resources

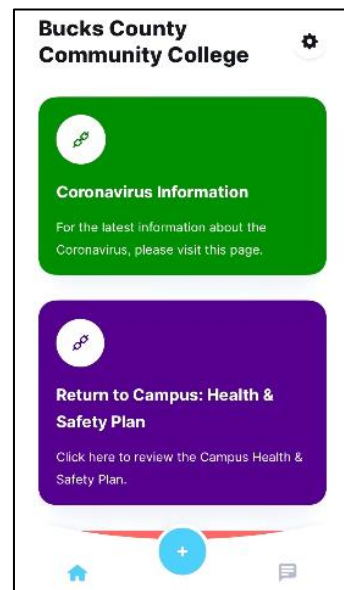
have been made available to students and employees via the college's LiveSafe app as well as via signage placed throughout each of the campuses.

Data on confirmed COVID-19 cases occurring among individuals who had been on campus is collected and published on the college's website. Names are redacted for privacy. The college coordinates its handling of such cases with the Bucks County Health Department.

The college returned to a limited schedule of face-to-face classes in the summer of 2020. Universal masking, social distancing, HVAC improvements and other safety considerations such as regular sanitization and the installation of Plexiglas screens in certain locations were key components of the return to campus plan. In addition, those wishing to enter campus buildings were required to successfully complete a daily health screening process. Although the check-in procedure was suspended in the summer of 2021 due to improved conditions, the option to re-implement this procedure remains in place. This carefully planned return allowed the college to resume coursework that is not suitable for remote learning such as healthcare clinical assignments, science labs and other courses with significant hands-on components. Additional face-to-face course offerings were made available in the Fall, 2021 semester.

In an effort to help protect the Bucks County region during the pandemic, the college, in partnership with the Bucks County Health Department, hosted large-scale public COVID-19 testing and vaccination clinics at all campuses during the Spring, 2021 semester. Pop-up vaccination clinics primarily serving our student population were subsequently implemented at all campuses during the Fall, 2021 semester.

Planning and preparation are viewed as essential components in the college's pandemic response. For that reason, in October, 2020, the Office of Security & Safety conducted a tabletop exercise designed to evaluate and improve its response to the impact on college operations caused by a potential COVID-19 exposure or outbreak among essential college personnel.



BCCC's COVID-19 Health & Safety Plan can be easily accessed via our LiveSafe app.

BUCKS COUNTY COMMUNITY COLLEGE CRIME STATISTICS

2018 – 2020

TABLE 1

The Pennsylvania College and University Security Information Act mandates the release of crime statistics and rates to matriculated students and employees. The listed index rate is per 100,000 population. Campus crime rates were computed using the student population figure for the start of the Fall semester (in 2020 this figure was 6,738).

Calendar Years	2018		2019		2020	
	ACTUAL	INDEX	ACTUAL	INDEX	ACTUAL	INDEX
Part I Offenses						
Murder & Non-Negligent Manslaughter	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0
Rape	0	0	0	0	0	0
Robbery	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0
Burglary	0	0	0	0	0	0
Theft - Larceny	10	128.62	12	161.77	6	89.05
Vehicle Theft	0	0	0	0	0	0
Arson	1	12.86	0	0	0	0
TOTAL	11	141.48	12	161.77	6	89.05
Part II Offenses						
Other Assault	5	64.31	3	40.44	0	0
Forgery	0	0	0	0	0	0
Counterfeiting	0	0	0	0	0	0
Fraud	0	0	1	13.48	0	0
Embezzlement	0	0	0	0	0	0
Stolen Property	0	0	1	13.48	0	0
Vandalism	24	308.68	8*	107.84	3	44.52
Weapons	0	0	0	0	0	0
Prostitution	0	0	0	0	0	0
Other Sex Offenses	0	0	2	26.96	0	0
Drug Abuse Violations	2	25.72	2	26.96	2	29.68
Gambling	0	0	0	0	0	0
Family Offenses	0	0	0	0	0	0
Driving under the Influence	0	0	0	0	0	0
Liquor Law	0	0	0	0	1	14.84
Drunkenness	3	38.58	0	0	0	0
Disorderly Conduct	5	64.31	2	26.96	1	14.84
Vagrancy	0	0	0	0	0	0
All Others	0	0	0	0	0	0
TOTAL	39	501.61	19	256.13	7	103.89

These statistics reflect the number of incidents reported to the Office of Security and Safety. The figures do not indicate actual criminal prosecutions or student judicial actions, or the results of either.

NOTES: * In 2019, one incident of vandalism targeted religious affiliation.

BUCKS COUNTY COMMUNITY COLLEGE CRIME STATISTICS 2018 – 2020

TABLE 2

	On-Campus Newtown			On-Campus UBC-Perkasie			On-Campus LBC-Bristol			Non-Campus Property			Public Property			TOTALS		
Calendar Years	'18	'19	'20	'18	'19	'20	'18	'19	'20	'18	'19	'20	'18	'19	'20	'18	'19	'20
Murder & Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Forcible Sex Offenses	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	0
Non-Forcible Sex Offenses	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arson	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0
Larceny-Theft	8	10	6	1	1	0	1	0	0	0	0	0	0	1	0	10	12	6
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Violations – Arrests	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1
Drug Related Violations – Arrests	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Weapons Possession Arrests	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Liquor Violations – Referrals **	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Drug Related Violations- Referrals **	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	1	0	0
Weapons Possession Referrals **	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Hate Crimes ***	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	1	0
Domestic Violence++	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Dating Violence++	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	0	0
Stalking++	0	1	0	0	0	0	1	0	0	0	0	0	0	0	0	1	1	0

**** REFERRALS FOR CAMPUS DISCIPLINARY ACTION:**

In addition to arrests, the Clery Act requires the disclosure of persons referred for campus disciplinary action for liquor law violations, drug-related violations, and weapons possession. Because of the seriousness with which Bucks County Community College treats such offenses, students considered to be in violation of liquor or drug laws or applicable college policies are referred to the Student Life Office for disciplinary action, ranging from a written warning to expulsion.

*** Number of reported crimes listed above or other crimes involving bodily injury to any person that manifested evidence that the victim(s) were intentionally selected because of their actual or perceived race, gender, religion, sexual orientation, ethnicity, or disability.

++ Statistics presented in compliance with the Violence Against Women Reauthorization Act.

Bucks County Community College

Race, Gender, and Religion Based Incidents

TABLE 3

Crime	2020 Total	Race	Gender	Religion	Sexual Orientation	Ethnicity	Disability	Gender Identity	National Origin
Murder	0	0	0	0	0	0	0	0	0
Manslaughter	0	0	0	0	0	0	0	0	0
Sex offenses:	0	0	0	0	0	0	0	0	0
Forcible	0	0	0	0	0	0	0	0	0
Non-forcible	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0
Motor Vehicle theft	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
Other crimes involving Bodily Injury	0	0	0	0	0	0	0	0	0
Other crimes with no Bodily Injury	0	0	0	0	0	0	0	0	0

Crime Statistics recorded in compliance with the Jeanne Cleary Disclosure of Campus Security Policy & Campus Crime Statistics Act, Section 485 (f) (20 U.S.C. 1092 (f) as amended 1998 and the State Board of Education, College, and University Security Information Act (Act 73 of 1988).

The Annual Security Report is prepared in accordance with 20 U.S.C. 1092 (f) (7), Section 485 (f), Campus Security Policy and Campus crime statistics as amended and Pennsylvania Law 448, No. 73 as amended.

APPENDIX A

Federal Bureau of Investigation Uniform Crime Reporting/National Incident-Based Reporting System Crime Definitions

Excerpted from the Implementing Regulations of the "Jeanne Cleary Disclosure of Campus Security Policy and Campus Crime Statistics Act" (originally the Campus Security Act) originally published in the Federal Register on April 29, 1994 (Vol. 59, No. 82) and November 1, 1999 (Vol 64, No. 210).

The following definitions are to be used for reporting the crimes listed in 34 CFR sec. 668.46 (previously 668.47) in accordance with the Federal Bureau of Investigation's Uniform Crime Reporting Program. The definitions for murder, robbery, aggravated assault, burglary, motor vehicle theft, weapon law violations, drug abuse violations and liquor law violations are excerpted from the Uniform Crime Reporting Handbook. The definitions of forcible and non-forcible sex offenses are excerpted from the National Incident-Based Reporting System Edition of the Uniform Crime Reporting Handbook.

Crime Definitions From the Uniform Crime Reporting Handbook:

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

Criminal Homicide-Manslaughter by Negligence - The killing of another person through gross negligence.

Criminal Homicide-Murder and Non-negligent Manslaughter - The willful (non-negligent) killing of one human being by another.

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

Aggravated Assault - An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by means likely to produce death or great bodily harm. (It is not

necessary that injury result from an aggravated assault when a gun, knife, or other weapon is used which could and probably would result in serious personal injury if the crime were successfully completed.)

Burglary - The unlawful entry of a structure to commit a felony or a theft. For reporting purposes, this definition includes unlawful entry with intent to commit a larceny or felony; breaking and entering with intent to commit a larceny; housebreaking; safecracking; and all attempts to commit any of the aforementioned.

Motor Vehicle Theft - The theft or attempted theft of a motor vehicle. (Classify as motor vehicle theft all cases where automobiles are taken by persons not having lawful access even though the vehicles are later abandoned, including joyriding.)

Weapon Law Violations - The violation of laws or ordinances dealing with weapon offenses, regulatory in nature, such as manufacture, sale, or possession of deadly weapons; carrying deadly weapons, concealed or openly; furnishing deadly weapons to minors; aliens possessing deadly weapons; and all attempts to commit any of the aforementioned.

Drug Abuse Violations - Violations of State and local laws relating to the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs. The relevant substances include opium or cocaine and their derivatives; marijuana; synthetic narcotics; and dangerous non-narcotic drugs.

Liquor Law Violations - The violation of laws or ordinances prohibiting: the manufacture, sale, transporting, furnishing, possessing of intoxicating liquor; maintaining unlawful drinking places; bootlegging; operating a still; furnishing liquor to a minor or intemperate person; using a vehicle for illegal transportation of liquor; drinking on a train or public conveyance; and all attempts to commit any of the aforementioned. (Drunkenness and driving under the influence are not included in this definition.)

Sex Offenses Definitions From the National Incident-Based Reporting System Edition of the Uniform Crime Reporting Program:

Sex Offenses-Forcible - Any sexual act directed against another person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent.

A. Forcible Rape-The carnal knowledge of a person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent because of his/her temporary or permanent mental or physical incapacity (or because of his/her youth).

B. Forcible Sodomy-Oral or anal sexual intercourse with another person, forcibly and/or against that person's will; or not forcibly against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.

C. Sexual Assault With An Object-The use of an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.

D. Forcible Fondling-The touching of the private body parts of another person for the purpose of sexual gratification, forcibly and/or against that person's will; or, not forcibly or against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental incapacity.

Sex Offenses-Nonforcible:

Unlawful, nonforcible sexual intercourse.

A. Incest-Nonforcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.

B. Statutory Rape-Nonforcible sexual intercourse with a person who is under the statutory age of consent.

Source: Federal Register, April 29, 1994, Vol. 59, No. 82; Federal Register, November 1, 1999, Vol. 64, No. 210.

This information is provided as a part of Bucks County Community College's continuing commitment to safety and security on campus in compliance with the College and University Security Information Act of Pennsylvania and the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act. Concerns, questions, or complaints related to this document or the applicable statutes should be directed to the Executive Director of Security and Safety either by mail at Bucks County Community College 275 Swamp Rd. Newtown, PA 18940, or by telephone at (215) 968-8394.

APPENDIX B – FEDERAL DRUG LAW VIOLATION PENALTIES

FEDERAL TRAFFICKING PENALTIES—

DRUG/SCHEDULE	QUANTITY	PENALTIES	QUANTITY	PENALTIES
Cocaine (Schedule II)	500–4999 grams mixture	First Offense: Not less than 5 yrs, and not more than 40 yrs. If death or serious injury, not less than 20 or more than life. Fine of not more than \$5 million if an individual, \$25 million if not an individual. Second Offense: Not less than 10 yrs, and not more than life. If death or serious injury, life imprisonment. Fine of not more than \$8 million if an individual, \$50 million if not an individual.	5 kgs or more mixture	First Offense: Not less than 10 yrs, and not more than life. If death or serious injury, not less than 20 or more than life. Fine of not more than \$10 million if an individual, \$50 million if not an individual. Second Offense: Not less than 20 yrs, and not more than life. If death or serious injury, life imprisonment. Fine of not more than \$20 million if an individual, \$75 million if not an individual. 2 or More Prior Offenses: Life imprisonment. Fine of not more than \$20 million if an individual, \$75 million if not an individual.
Cocaine Base (Schedule II)	28–279 grams mixture		280 grams or more mixture	
Fentanyl (Schedule II)	40–399 grams mixture		400 grams or more mixture	
Fentanyl Analogue (Schedule I)	10–99 grams mixture		100 grams or more mixture	
Heroin (Schedule I)	100–999 grams mixture		1 kg or more mixture	
LSD (Schedule I)	1–9 grams mixture		10 grams or more mixture	
Methamphetamine (Schedule II)	5–49 grams pure or 50–499 grams mixture		50 grams or more pure or 500 grams or more mixture	
PCP (Schedule II)	10–99 grams pure or 100–999 grams mixture		100 gm or more pure or 1 kg or more mixture	
PENALTIES				
Other Schedule I & II drugs (and any drug product containing Gamma Hydroxybutyric Acid)	Any amount	First Offense: Not more than 20 yrs. If death or serious injury, not less than 20 yrs, or more than life. Fine \$1 million if an individual, \$5 million if not an individual.		
Flunitrazepam (Schedule IV)	1 gram	Second Offense: Not more than 30 yrs. If death or serious bodily injury, life imprisonment. Fine \$2 million if an individual, \$10 million if not an individual.		
Other Schedule III drugs	Any amount	First Offense: Not more than 10 years. If death or serious injury, not more than 15 yrs. Fine not more than \$500,000 if an individual, \$2.5 million if not an individual.		
		Second Offense: Not more than 20 yrs. If death or serious injury, not more than 30 yrs. Fine not more than \$1 million if an individual, \$5 million if not an individual.		
All other Schedule IV drugs	Any amount	First Offense: Not more than 5 yrs. Fine not more than \$250,000 if an individual, \$1 million if not an individual.		
Flunitrazepam (Schedule IV)	Other than 1 gram or more	Second Offense: Not more than 10 yrs. Fine not more than \$500,000 if an individual, \$2 million if other than an individual.		
All Schedule V drugs	Any amount	First Offense: Not more than 1 yr. Fine not more than \$100,000 if an individual, \$250,000 if not an individual.		
		Second Offense: Not more than 4 yrs. Fine not more than \$200,000 if an individual, \$500,000 if not an individual.		

APPENDIX B (continued)

FEDERAL TRAFFICKING PENALTIES—MARIJUANA—

DRUG	QUANTITY	1st OFFENSE	2nd OFFENSE *
Marijuana (Schedule I)	1,000 kg or more marijuana mixture; or 1,000 or more marijuana plants	Not less than 10 yrs. or more than life. If death or serious bodily injury, not less than 20 yrs., or more than life. Fine not more than life. Fine not more than \$10 million if an individual, \$50 million if other than an individual.	Not less than 20 yrs. or more than life. If death or serious bodily injury, life imprisonment. Fine not more than \$20 million if an individual, \$75 million if other than an individual.
Marijuana (Schedule I)	100 kg to 999 kg marijuana mixture; or 100 to 999 marijuana plants	Not less than 5 yrs. or more than 40 yrs. If death or serious bodily injury, not less than 20 yrs., or more than life. Fine not more than life. Fine not more than \$5 million if an individual, \$25 million if other than an individual.	Not less than 10 yrs. or more than life. If death or serious bodily injury, life imprisonment. Fine not more than \$20 million if an individual, \$75 million if other than an individual.
Marijuana (Schedule I)	More than 10 kgs hashish; 50 to 99 kg marijuana mixture More than 1 kg of hashish oil; 50 to 99 marijuana plants	Not less than 20 yrs. If death or serious bodily injury, not less than 20 yrs., or more than life. Fine \$1 million if an individual, \$5 million if other than an individual.	Not less than 30 yrs. If death or serious bodily injury, life imprisonment. Fine \$2 million if an individual, \$10 million if other than an individual.
Marijuana (Schedule I)	Less than 50 kilograms marijuana (but does not include 50 or more marijuana plants regardless of weight) marijuana plants; 1 to 49 marijuana plants;	Not less than 5 yrs. Fine not more than \$250,000, \$1 million if other than an individual	Not less than 10 yrs. Fine \$500,000 if an individual, \$2 million if other than individual
Hashish (Schedule I)	10 kg or less		
Hashish Oil (Schedule I)	1 kg or less		

*The minimum sentence for a violation after two or more prior convictions for a felony drug offense have become final is a mandatory term of life imprisonment without release and a fine up to \$20 million if an individual and \$75 million if other than an individual.

APPENDIX C – PENNSYLVANIA DRUG LAW VIOLATION PENALTIES

Pennsylvania Marijuana Possession Penalties

Possession of Marijuana (pot) Penalties in PA are as follows:

- For 30 grams or less, you are facing misdemeanor charges of up to 30 days in jail, and a fine of \$500.
- For possession of more than 30 grams, the penalties go up to 1 year in jail and \$5000 in fines. Automatic six month loss of license.
- If you are a first time marijuana offender, it is possible to get probation without a verdict. For second (2nd) offense possession charges, or multiple subsequent offenses, the penalties may double.
- If you have more than 30 grams of marijuana, you run the risk of being charged with possession with intent to deliver or distribute in many cases.

Pennsylvania Drug Possession Penalties

Possession of other Controlled Substances Penalties (Heroin, Cocaine, LSD/Acid, Ecstasy/MMDA, Meth, and prescription drugs including Vicodin and Oxycontin or illegal steroids)

- Up to one year in prison, and/or a \$5,000 fine first (1st) offense.
- Up to two years in prison for a second (2nd) offense.
- Up to three years in prison for a third (3rd) offense.
- Possession of more than five grams of crack (cocaine) may be subject to a minimum penalty of 5 years in prison.

Possession of Drug Paraphernalia, or Selling/distributing Marijuana

- Up to 1 year in jail and/or a fine of up to \$2500.
- For selling to a minor, under Pennsylvania Drug laws, it can be a felony charge of up to 2 years in jail and a \$5000 fine.

APPENDIX D – PENNSYLVANIA UNDERAGE DRINKING PENALTIES

PA CRIMES CODE § 6308. Purchase, consumption, possession, or transportation of liquor or malt or brewed beverages.

(a) Offense defined.--A person commits a summary offense if he, being less than 21 years of age, attempts to purchase, purchases, consumes, possesses, or knowingly and intentionally transports any liquor or malt or brewed beverages, as defined in section 6310.6 (relating to definitions). For the purposes of this section, it shall not be a defense that the liquor or malt or brewed beverage was consumed in a jurisdiction other than the jurisdiction where the citation for underage drinking was issued.

(b) Penalty.--A person convicted of violating subsection (a) may be sentenced to pay a fine of not more than \$500 for the first violation and not more than \$1,000 for the second and each subsequent violation.

APPENDIX E – DRUG AND ALCOHOL ABUSE PREVENTION PROGRAMS

Bucks County Community College Drug and Alcohol Abuse Prevention Programming (DAAPP) for 2019-2020

Comprehensive Program & Intervention Inventory with Related Objectives and Outcomes

The Students Services Office in conjunction with other college offices and departments regularly offers educational drug and alcohol prevention programming. These programs are also open to employees. Faculty are encouraged to bring students to programs when appropriate.

Campus Program Offerings:

2019-2020

Spring 2019

- March 13, 2019- Encountering Students in Crisis (Faculty Training)
 - Learning objective: Help faculty identify students who are experiencing abnormal levels of personal distress or crisis.
 - Learning Outcomes: to provide practical solutions to that help mediate the situation.
- April 2, 2019- Cookies with the Counselor at Upper Campus
 - Table talk conversations with our Upper Campus counselor. A display table of on campus and community resources are made available to students. This includes materials pertaining to substance use and recovery services
- April 10, 2019- Health & Wellness Fair (hosted by the Wellness Center- Tina Permar)
 - Student Learning Objective: This event presents the opportunity to talk with students, faculty, and staff from Bucks County Community College about how your department can help student's overall health and wellness and act as a way to advertise upcoming events.
 - Student Learning Outcome: Counseling Services provides tips and resources for substance abuse risk factors, symptoms and programs.
- April 17, 2019- Sexual Health Conference
 - Student learning objective: How substance abuse can increase risky sexual behaviors
 - Student Learning Outcome: How substance abuse can increase violence or be used as coping after violence occurs.

Fall 2019

- November 8 & 15, 2019- Mental Health First Aid Training (Faculty and staff trainings that includes a module on substance use)
 - Learning Objectives: Participation in MHFA has shown that Mental Health First Aid: 1) improves participant's mental health, 2) increases understanding of mental health issues and treatments, 3) connects more people with care and, 4) reduces stigma.

- Learning Outcomes: Faculty and staff were able to identify signs and symptoms of mental health disorders and substance use in student, colleagues, etc. They also learned the ALGEE model on how to help and refer a person who is in need.
- November 13, 2019- Coffee with the Counselors Series: Substance Abuse Awareness
 - Student learning objective: How substance abuse can increase risky behaviors
 - Student Learning Outcome: How substance abuse can increase violence or be used as coping after violence occurs.

Spring 2020

- January 8, 2020- Mental Health First Aid Training (Faculty and staff trainings that includes a module on substance use
 - Learning Objectives: Participation in MHFA has shown that Mental Health First Aid: 1) improves participant's mental health, 2) increases understanding of mental health issues and treatments, 3) connects more people with care and, 4) reduces stigma.
 - Learning Outcomes: Faculty and staff were able to identify signs and symptoms of mental health disorders and substance use in student, colleagues, etc. They also learned the ALGEE model on how to help and refer a person who is in need.
- February 5, 2020- Counselor's Table: Coping with Stress
 - Student learning objective: How substance use while dealing with stress, can increase risky behaviors and decrease academic functioning.
 - Student Learning Outcome: How substance use can adversely affect a student's academic success.
- Quit Vaping: Vaping Cessation Group
 - Learn different ways to deal with the urge to vape that will make quitting easier.

Fall 2020

Virtual Events

- Wednesday, October 21, 2020- Sexual Health Conference
 - Student learning objective: How substance abuse can increase risky sexual behavior
 - Student Learning Outcome: How substance abuse can increase violence or be used as coping after violence occurs.

CONCLUSION

Our goal is to provide DAAPP information and education to the students and employees of Bucks County Community College. This year the DAAPP was reviewed by the college's legal counsel on December 18, 2020, so that the document can be updated to reflect current laws. Upon review of our DAAPP programming, we see strengths in the consistent and continuous communication with students, as well as the large number of educational program options which are available at all three physical campuses and virtually.

Additionally, we can begin to offer measurable pre-and post- program assessment to better gauge areas for improvement. DAAPP information is provided now provided to all new hires verbally and in-writing during their orientation. We will work to provide more employee-specific educational programs. Below is a set of goals and recommendations that we propose to help is better achieve these goals.

APPENDIX F - SEXUAL ASSAULT PREVENTION & AWARENESS PROGRAMS 2019-2020

SEXUAL VIOLENCE EDUCATION 2019-2020 ACTIVITIES											
Activity	Discussion of Sexual Violence	Discussion of Consent	Discussion of Drug & Alcohol Facilitated Sexual Behavior	Info on risk education and personal –protection	Info on where & how to get assistance	Possibility of pregnancy and transmission of sexual diseases	Intro of members of community who may be of assistance	Promise of discretion & dignity	Promise of confidentiality	Follow-up programs, lectures, videos and other materials related to sexual violence	Campus Sexual Assault Victim's Bill of Rights
New Student Orientation	X	X	X	X	X		X	X	X		X
COLL101	X	X	X	X	X		X	X	X	X	X
Sexual Violence Victims' Brochure				X	X		X	X	X	X	X
Webpages				X	X		X	X	X	X	X
It's On Us Bucks Campaign	X	X		X	X					X	
Sexual Violence Awareness Month	X	X	X	X	X	X	X		X	X	
Live Safe App Campaign				X	X					X	
Brochures on Safety, Health, Domestic Violence			X	X		X	X			X	
Portal messages to Students & Employees					X		X			X	

APPENDIX G - DEFINITIONS RELATED TO GENDER-BASED MISCONDUCT

- 1.) **Sexual Assault:** The Commonwealth of Pennsylvania defines the offense of Sexual Assault as follows: Except as provided in section 3121 (relating to rape) or 3123 (relating to involuntary deviate sexual intercourse), a person commits a felony of the second degree when that person engages in sexual intercourse or deviate sexual intercourse with a complainant without the complainant's consent. Source: Title 18, Section 3124.
- 2.) **Stalking:** The Commonwealth of Pennsylvania defines the offense of Stalking as follows: A person commits the crime of stalking when the person either: (1) engages in a course of conduct or repeatedly commits acts toward another person, including following the person without proper authority, under circumstances which demonstrate either an intent to place such other person in reasonable fear of bodily injury or to cause substantial emotional distress to such other person; or (2) engages in a course of conduct or repeatedly communicates to another person under circumstances which demonstrate or communicate either an intent to place such other person in reasonable fear of bodily injury or to cause substantial emotional distress to such other person. Source: Title 18, Section 2709.
- 3.) **Domestic Violence:** The Commonwealth of Pennsylvania defines the term "abuse of family" as follows: The occurrence of one or more of the following acts between family or household members, sexual or intimate partners or persons who share biological parenthood: (1) Attempting to cause or intentionally, knowingly or recklessly causing bodily injury, serious bodily injury, rape, involuntary deviate sexual intercourse, sexual assault, statutory sexual assault, aggravated indecent assault, indecent assault or incest with or without a deadly weapon. (2) Placing another in reasonable fear of imminent serious bodily injury. (3) The infliction of false imprisonment pursuant to 18 Pa.C.S. § 2903 (relating to false imprisonment). (4) Physically or sexually abusing minor children, including such terms as defined in Chapter 63 (relating to child protective services). (5) Knowingly engaging in a course of conduct or repeatedly committing acts toward another person, including following the person, without proper authority, under circumstances which place the person in reasonable fear of bodily injury. The definition of this paragraph applies only to proceedings commenced under this title and is inapplicable to any criminal prosecutions commenced under Title 18 (relating to crimes and offenses). Source: Title 23, Section 6102.
- 4.) **Consent:** Bucks County Community College's Gender-Based Misconduct policy defines consent as follows: Consent is an explicitly communicated, reversible mutual agreement in which all parties are capable of making a decision. Consent is informed, voluntary, and actively given. Consent exists when all parties exchange mutually understandable affirmative words or behavior indicating their agreement to participate voluntarily in sexual activity. The following is intended to further clarify the meaning of consent:
 - Each participant in a sexual encounter must obtain consent for all sexual activities. Consent to one form of sexual activity does not constitute consent to engage in all forms of sexual activity.
 - Consent consists of an outward demonstration indicating that an individual has freely chosen to engage in sexual activity. Relying on non-verbal communication can lead to misunderstandings.
 - Consent may not be inferred from silence, passivity, lack of resistance or lack of an active response alone. A person who does not physically resist or verbally refuse sexual activity is not necessarily giving consent.
 - If at any time it is reasonably apparent that either party is hesitant, confused, or unsure, both parties should stop and obtain mutual verbal consent before continuing such activity.
 - Consent may be withdrawn by either party at any time. Withdrawal of consent must also be outwardly demonstrated by words or actions that clearly indicate a desire to end sexual activity. Once withdrawal of consent has been expressed, sexual activity must cease.
 - An individual who is physically incapacitated from alcohol or other drug consumption (voluntarily or involuntarily), or is unconscious, unaware, or otherwise physically impaired is considered unable to give consent. For example, one who is asleep or passed out cannot give consent.
 - Individuals with a previous or current intimate relationship do not automatically give either initial or continued consent to sexual activity. Even in the context of a relationship, there must be mutually understandable communication that clearly indicates a willingness to engage in sexual activity.
 - Consent is not effective if it results from the use or threat of physical force, intimidation, or coercion, or any other factor that would compromise an individual's ability to exercise his or her own free will to choose whether or not to have sexual contact. In addition, a person is incapable of giving consent if he/she is incapacitated.Source: BCCC Board of Trustees Policy 1.14 Gender Based Misconduct.
- 5.) **Dating Violence:** Bucks County Community College's Gender Based Misconduct policy defines dating violence as follows: Intimate partner violence is also sometimes known as dating violence, domestic violence, or relationship violence. The college recognizes that sexual assault, sexual exploitation, sexual harassment, stalking, and retaliation may all be forms of intimate partner violence when committed by a person who is or has been in a social relationship of a romantic or intimate nature with the Complainant. In general, intimate partner violence includes physically, sexually, and/or psychologically

abusive behavior that arises in the form of a direct violent act, or indirectly as acts that expressly or implicitly threaten violence. Intimate partner violence also occurs when one partner attempts to maintain power and control over the other through one or more forms of abuse, including sexual, physical, verbal, or emotional abuse. Source: BCCC Board of Trustees Policy 1.14 Gender Based Misconduct.

Addressing Sexual and Gender Misconduct

Bucks County Community College is committed to providing a place of work and study free of intimidation, exploitation, discrimination, or violence. Respect for the individual is a core value of the college.

What is Gender-Based Misconduct?

- Sex or Gender Discrimination
- Sexual Harassment
- Sexual Violence
- Sexual Misconduct
- Sexual Exploitation
- Stalking
- Unwelcome Conduct – When a person is so impaired or incapacitated as to be incapable of requesting or inviting the conduct, conduct of a sexual nature is deemed unwelcome.
- Gender-based Harassment
- Intimate Partner Violence
- Coercion
- Unlawful Retaliation

If You Are a Victim

If you are a victim of sexual assault, sexual harassment or other sexual misconduct, the College will:

- Provide interim support
- Reasonable protection against further acts of misconduct, harassment, or retaliation as needed,
- And will provide services and resources to provide a safe educational and employment environment.

****The college encourages students, faculty, staff and visitors to PROMPTLY report incidents.**

For the College

- Title IX Coordinator for the College: Dr. Patricia Brining, Executive Director, HR, 215-968-8091
- Deputy Coordinator: Matt Cipriano, Dir., Student Life & Athletics, 215-968-8255, matt.cipriano@bucks.edu

Personal Safety

Someone's behavior is, or has the potential to result in harm, speak up and share your concerns.

If you need assistance or to be escorted to your car, contact the Office of Security and Safety at 215-968-8395. Call boxes are located throughout the campus.

Emotional Support

Newtown Campus

Student Services Center

Charles E. Rollins Center, 215-968-8182

Upper Bucks Campus

Student Services Center

215-968-8182

Lower Bucks Campus

Student Services Center

215-968-8182

Network of Victim Assistance (NOVA)

1-800-675-6900,

novabucks.org

REMEMBER always be aware
of your surroundings!



bucks.edu

Bucks County Community College complies with applicable state and federal civil rights laws and does not discriminate in its educational programs, activities or employment practices.

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APPENDIX I - RESOURCES FOR STUDENTS AND EMPLOYEES

- A Woman's Place - 24 hour hotline: 800-220-8116 or Awomansplace.org
- A Woman's Place-Legal Advocacy Program: 215-348-0445
- Network of Victim Assistance: 24 hour hotline: 800-675-6900 or NovaBucks.org
- Bucks County Prothonotary's Family Court Office (Protective Orders): 215-348-6822 or buckscounty.gov/597/Protection-From-Abuse
- Legal Aid of Southeastern Pennsylvania: 215-340-1818
- National Immigrant Justice Center: ImmigrantJustice.org
- Bucks County Community College Counseling Services: 215-968-8189
- Bucks County Community College Accessibility Office: 215-968-8182
- Bucks County Community College Employee Assistance Program: HealthAdvocate.com
- Bucks County Community College Title IX Coordinator: Kevin Antoine, J.D., 215-968-8093 or: kevin.antoine@bucks.edu
- Bucks County Community College Office of Security and Safety: 215-968-8911
- Bucks County Community College Emergency Alerts: Bucks.edu/e2 or text the word Bucks to 79516
- Bucks County Community College Anonymous Tips: Bucks.edu/tips
- Bucks County Community College: Student and Employee Parking Information: Bucks.edu/parking
- Bucks County Community College Student Code of Conduct: Bucks.edu/policy/codeofconduct
- Safe and positive options for bystander intervention: bucks.edu/resources/counseling/titleix/bystander/
- Bucks County Community College LiveSafe app: Available for iOS and Android devices at no cost
- PA State Police Megan's Law Information: pameganslaw.state.pa.us

APPENDIX J – BYSTANDER INTERVENTION STRATEGIES

What is Bystander Intervention?

If you are a bystander or witness to a potentially harmful situation, consider the following steps toward taking action.

1. Notice the event along a continuum of actions
2. Consider whether the situation demands your action
3. Decide if you have a responsibility to act
4. Choose what form of assistance to use
5. Understand how to implement the choice safely

(Adapted from Darley and Latane, 1968)

- Always consider your own personal safety. Determine if there are other sources of assistance to call, whether on or off-campus.
- Be a true friend. If someone's behavior is or has the potential to result in harm, speak up and share your concerns.

APPENDIX K - NEWTOWN CAMPUS GEOGRAPHY



APPENDIX L - GENE and MARLENE EPSTEIN CAMPUS AT LOWER BUCKS GEOGRAPHY



APPENDIX M - UPPER BUCKS CAMPUS GEOGRAPHY



APPENDIX N - LOWER BUCKS PUBLIC SAFETY TRAINING CENTER GEOGRAPHY

