# Central Ohio Technical College

**Newark, Coshocton, Knox, Pataskala**

# 2024 Annual Campus Security Report

Crime Awareness and Campus Security Act of 1990

Containing Crime and Fire Statistics for 2022-2024

**Department of Public Safety (Staff Sargeant Adam Featherling)**
John L. and Christine Warner Library and Student Center, room 105
1219 University Drive
Newark, Ohio 43055
Phone: 740.366.9237

# INTRODUCTION

Your safety is our concern. It also must be your concern. As a college, we work very hard to prevent crime, fire, accidents and illness, but nothing we do is as important as what you do – and, in some cases, don't do.

The Department of Public Safety, including The Ohio State University Police, Newark Campus Public Safety and COTC Extended Campus Security has primary responsibility for crime prevention, fire prevention, emergency planning and law enforcement on the Central Ohio Technical College (COTC) campuses. Other areas, such as Student Life, the Title IX Coordinator, the COTC Admissions Office, and many others contribute to making this a safer place to study, work and live.

This publication contains valuable information about how you can help us keep you safe, on and off campus. Please pay special attention to the safety tips. Following them will help reduce the chances that you'll be the victim of crime, become injured or lose valuables.

This report is intended to comply with the requirements of the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act. The report also serves as the annual policy notification in accordance with the Federal Drug-Free Schools and Communities Act. While we have sought to make this report a valuable resource of safety information, we invite you to contact any of the departments or programs listed in this report for more information about our policies or resources.

Let's work together to have a safe year.

# EMERGENCY NUMBERS

| **COTC PUBLIC SAFETY, OHIO STATE UNIVERSITY POLICE AND NEWARK CAMPUS PUBLIC SAFETY** | |
|---|---|
| Emergency | 9-1-1 and 740.366.9237 |
| Ohio State University Police (Columbus) | 614.292.2121 |
| Non-emergency | 740.366.9237 |
| **NEWARK POLICE OR FIRE-EMS** | |
| Emergency | 9-1-1 |
| Non-Emergency Newark Police or Fire | 740.670.7201 |
| **COSHOCTON POLICE OR FIRE-EMS** | |
| Emergency | 9-1-1 |
| Non-emergency Police and Fire | 740.622.2411 |
| **MT. VERNON POLICE OR FIRE-EMS** | |
| Emergency | 9-1-1 |
| Non-emergency | 740.393.9559 |
| **PATASKALA POLICE OR FIRE-EMS** | |

| | |
|---|---|
| Emergency | 9-1-1 |

| | |
|---|---|
| Non-emergency | 740.927.5701 |
| **OHIO STATE HIGHWAY PATROL** | |
| Emergency | 9-1-1 |
| Non-emergency Granville Post | 740.587.7060 |
| **REFERENCE AND REFERRAL LISTING** | |
| Office of Student Life Counseling and Consultation Services Newark Campus | 740.364.9578 |
| Sexual Assault Response Network of Central Ohio (SARNCO) | 614.267.7020 |
| Rape Crisis Center | 800.344.9291 |
| Alcohol and Drug Dependency Program | 740.366.7303 |
| AA (Alcoholics Anonymous) | 740.345.7060 |
| Ohio Domestic Violence Hotline | 800.934.9840 |

# THE NEWARK PUBLIC SAFETY DEPARTMENT

The Department of Public Safety at the Newark campus is comprised of a multi-layered approach that includes law enforcement personnel, non-armed security personnel and students hired to assist in providing non-essential services. Many of the current security staff are retired law enforcement officers providing years of experience. Public Safety provides varied services including ID services, Ohio Bureau of Criminal Investigation and Information (BCI&I), FBI background checks for employment and educational requirements.

The Department of Public Safety is staffed by Ohio State University Police Officers and security officers who have full institutional authority. In addition to full-time security officers, Public Safety employs a modest student security staff that provides services for the Newark Campus community. Public Safety Security Officers and Public Safety Student Workers do not have statutory arrest powers but work to assist with security matters.

The Department of Public Safety is responsible for issuance of keys and IDs for faculty, staff and students. The Department regulates parking and traffic, campus escort service, and motor vehicle assistance. On each of the extended COTC Campuses, the Building Supervisors provide security services for their respective location.

Emergency telephone service, **9-1-1**, is available from all campus phones. The use of 911 will connect you with the local County 911 Center where fire, EMS and police service can be dispatched. Calling 911 will not directly connect you with Ohio State University Police at the Newark Campus or the Newark Campus Public Safety Office. They may be reached by calling 740.366.9237 24 hours a day, 7 days a week, 365 days a year.

# THE OHIO STATE UNIVERSITY POLICE DIVISION

Police officers of The Ohio State University are designated by statute as the law enforcement officers for Ohio State Newark and COTC by mutual aid agreement. They are empowered to use investigative authority on reasonable suspicion of crime, to arrest as authorized by law, and to use reasonable and necessary force to enforce law and protect property on university and college land and as provided by mutual aid compacts established with other jurisdictions. Their oath of office is a personal commitment to the rule of law and constitutional limitations of police authority. Ohio State Police perform the same duties and have the same authority as police departments in the cities in Ohio. They evaluate reported crimes and conduct investigations to determine the responsible party. Ohio State Police enforce laws regulating underage drinking, the use of controlled substances, weapons, and all other incidents requiring police assistance. They have police jurisdiction on all college property.

The Ohio State University Police Division has established a strong working relationship with many local, state and federal law enforcement agencies. Ohio State University Police work cooperatively with these agencies and have regular contacts with the Newark Police Department, the Licking County Sheriff's Office, the Coshocton County Sheriff's Office, the Knox County Sheriff's Office, the Mt. Vernon Police Department, the Pataskala Police Department and the Ohio State Highway Patrol on matters of mutual interest and concern. The Ohio State University Police Division has entered into agreements with all Licking County law enforcement agencies, to allow Ohio State University Police to investigate criminal offenses and perform other police functions in those jurisdictions under certain circumstances.

The Ohio State University Police Division has also entered into a joint agreement with Bowling Green State University, Central State University, Cleveland State University, Kent State University, Miami University, Ohio University, Shawnee State University, University of Akron, University of Toledo, Wright State University, Youngstown State University and Columbus State Community College to provide and receive mutual assistance and police services upon request. The Ohio Intrastate Mutual Aid Compact law gives Ohio State University's Police Division the ability to call upon any law enforcement agencies to provide mutual assistance or aid for purposes of responding to and recovering from a disaster, preparing for incidents, exercises, training activities, planned events, or emergencies, any of which require additional resources. This compact allows state universities and colleges to maximize resources for large planned and unplanned events.

The Ohio State University Police Division is located in the Newark Campus Warner Center, room 105 to receive reports and investigate crimes that are reported to have occurred on college property. This office is collocated with the Newark Campus Public Safety and Security.

# THE NEWARK CAMPUS PUBLIC SAFETY DEPARTMENT

Campus security officers provide support and summon law enforcement assistance for individuals who have been victims of crime. Officers also secure buildings and property and monitor the activity of all individuals. The Public Safety Office works closely with local, state, and federal law enforcement agencies regarding the reporting and investigation of crime. Students, faculty and staff must respond to reasonable requests of security officers in the exercise of their duties to provide a safe and secure campus. Failure to cooperate may result in various outcomes from student conduct and Human Resources sanctions, including arrest by law enforcement officers. Reporting to the Office of Facilities Planning and Operations of the Newark Campus, officers patrol 24 hours each day using marked police and security vehicles, golf carts, and foot patrol. On the COTC Extended Campuses security services are provided during normal building hours.

## COTC Campus Safety Escort Program:

The Safety Escort Service serves all COTC campus students, faculty, and staff. Our goal is to offer an alternative to walking alone when someone is feeling uneasy. Arrangements can be made in advance or on the spot. On the Newark Campus, individuals can contact one of our officers at 740.366.9237 24 hours a day, 7 days a week. On the Coshocton, Knox and Pataskala campuses ask for this service at the Gateway desk or the respective Facilities/Public Safety office.

The Ohio State University Police and Newark Campus Public Safety Office work in conjunction with the Newark Police Department through a mutual aid agreement. Newark Campus Public Safety cooperates with all local law enforcement, state, and federal authorities in the exercise of their responsibilities. It is the policy of Public Safety to encourage accurate and prompt reporting of all crimes to the Public Safety Department.

The Office of Student Life is responsible for on-campus student disciplinary proceedings. Newark Campus Public Safety and the Office of Student Life work collaboratively to resolve incidents of student misconduct that violate COTC policy and procedures.

Newark Campus Public Safety and/or The Ohio State University Police Division investigate incidents of a criminal nature. Assistance, if requested, is provided from the Newark Police Department, Licking County Sheriff's Department, Ohio State Highway Patrol, Ohio Bureau of Criminal Investigation and Identification (BCI&I), and the Federal Bureau of Investigation. All campuses maintain an open campus environment and encourage the community to participate in activities that are open to the public. However, COTC reserves the rights to restrict unauthorized persons from its grounds when appropriate.

Fire prevention is led by the Department of Public Safety. Other partners include Student Life, Environmental Health & Safety, Facilities Planning & Operations as well as the Division of Fire, each respective COTC campus, and the State of Ohio Fire Marshal's office. Together, along with the support of students, faculty, and staff, we foster a culture of fire prevention and promote the safety and well-being of our campus community.

The Newark Campus Public Safety Office, housing the Ohio State Police and Campus Security, is located in the Warner Center; 1219 University Drive. Campus Security is available 24 hours a day, 365 days a year, to receive reports and investigate crimes reported to have occurred on the Newark Campus property by calling 740.366.9237. COTC Extended Campus security concerns should be reported to the Building Supervisor during normal business hours. Security and safety concerns on COTC extended campuses needing immediate notification can be made by calling the Newark Campus Public safety Office at 740.366.9237 24 hours a day.

## ENVIRONMENTAL SECURITY

COTC implements numerous safety precautions on its Newark and extended campuses. Consistent lighting is found throughout the campuses, and the college continues to implement additional lighting improvement projects and regularly considers public safety in maintaining its buildings and grounds. In addition, construction and renovation plans for college facilities are reviewed for principles associated with Crime Prevention through Environmental Design (CPTED). Access to campus buildings is restricted after normal business hours, and current BuckID identification must be shown to gain admittance to many facilities. Residence Halls on the Newark Campus are locked 24-hours a day and require BuckID identification cards for access.

## SECURITY PLANNING STRATEGIES

COTC recognizes that the building environment has an influence on criminal behavior and strongly believes in promoting an atmosphere of security and safety for our students, faculty, staff, and visitors. For this reason, it is our desire to implement in the design of our buildings, open spaces, and campuses as a whole, environmental elements that will have a positive impact on security. To further that effort, we focus on a number of safety and security considerations and security planning principles as we design and develop buildings and other areas of the college campuses. These include appropriate site selection and building placement as well as effective and appropriate use of signage, natural and man-made security barriers, architectural elements and landscape materials, access control methods, lighting, and security cameras. By incorporating these elements into the design of campus spaces, we aim to create a safe and open atmosphere that promotes living, learning, and working while at that same time effectively deterring criminal activity and other inappropriate uses of campus spaces.

## CRIME PREVENTION AND SAFETY PROGRAMS AND EDUCATION

In addition, COTC offers numerous crime prevention and safety programs to the college community. These programs are offered by various college organizations and are available throughout each academic year. Sponsors and their programs include:

**Community Policing:** The Newark Campus Public Safety Department, including the Ohio State University Police Division utilizes a community policing philosophy with the goals of 1) establishing positive contact with the campus community; 2) identifying real and/or perceived problems that exist in the campus community; and 3) developing

programs which aid in the resolution of identified problems. Newark Campus Public Safety and Ohio State University Police use various modes of transportation to patrol the campus, including bicycles, cars, golf carts, ATVs as well as walking officers.

**Sexual Assault Survivor's Rights:** The Ohio State Police Division has developed and implemented a "Sexual Assault Survivor's Rights" program, which is designed to protect the rights of survivors of sexual assault and is a road map to empower and inform survivors of sexual assault. Copies of these materials are available at the Police Division.

**Prospective and Current Student Crime Awareness and Prevention Programs:** The COTC Admissions Office presents information to students and prospective students and their parents about college safety programs and general campus safety tips.

**Other Crime Prevention and Safety Education Programs for Students and Employees:** The Ohio State University Police Division and Newark Campus Public Safety provides crime prevention programming for employees and students in a variety of settings.

Safety planning is conducted, when appropriate, for staff and students when they have been affected by someone in crisis or when they are the victim of a crime with ongoing concerns for safety. Officers work with the Office of Human Resources in support of workplace violence policies and also work with Student Life to help address situations involving disruptive behavior.

## PROGRAMS TO PREVENT DATING VIOLENCE, DOMESTIC VIOLENCE, SEXUAL ASSAULT, AND STALKING

COTC prohibits crimes of dating violence, domestic violence, sexual assault and stalking. The code of the State of Ohio does not define consent however, the following definitions apply to all members of the college community (faculty, staff, students, student employees, appointees, volunteers), vendors, and visitors under college policy 1.1.26.

**Consent** - Permission that is clear, knowing, voluntary, and expressed prior to engaging in and during an act. Consent is active, not passive. Silence, in and of itself, cannot be interpreted as consent. Consent can be given by words or actions, as long as those words or actions create mutually understandable clear permission regarding willingness to engage in (and the conditions of) sexual activity.

A. Consent to any one form of sexual activity cannot automatically imply consent to any other forms of sexual activity.
B. Consent may be withdrawn at any time.
C. Previous relationships or prior consent cannot imply consent to future sexual acts; this includes "blanket" consent (i.e., permission in advance for any/all actions at a later time or place).
D. Consent cannot be given by an individual who one knows to be – or based on the circumstances should reasonably have known to be – substantially impaired (e.g., by alcohol or other drug use, unconsciousness etc.).

    1. Substantial impairment is a state when an individual cannot make rational, reasonable decisions because they lack the capacity to give knowing consent (e.g., to understand the "who, what, when, where, why, or how" of their sexual interaction).
    2. This policy also covers individuals whose impairment results from other physical or mental conditions including mental disability, sleep, involuntary physical restraint, or from the consumption of alcohol or other drugs.
    3. Being impaired by alcohol or other drugs will never function as a defense for any behavior that violates this policy.

E. It is the obligation of the person initiating the sexual activity to obtain consent.
F. Consent cannot be given by an individual who has been coerced, including being compelled by force, threat of force, or deception; who is unaware that the act is being committed; or who is coerced by a supervisory or disciplinary authority.

    1. Force. Violence, compulsion, or constraint; physically exerted by any means on or against a person.
    2. Coercion. The application of pressure by the respondent that unreasonably interferes with the

complainant's ability to exercise free will. Factors to be considered include, but are not limited to, the intensity and duration of the conduct.

G. A person who does not want to consent to sex is not required to resist or verbally object.
H. Withdrawal of consent can be manifested through conduct and need not to be a verbal withdrawal of consent (i.e. crying, pushing, pulling away, not actively participating, lying there, uncomfortable or upset facial expression)
I. Consent may not be given by an individual who has not reached the legal age of consent under applicable law.

**Dating Violence** - Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the complainant. The existence of such a relationship will be determined based on the reporting party's statements and with consideration of the length and type of relationship, and the frequency of interaction of the persons involved in the relationship.
For purposes of this definition, dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse.
Dating violence does not include acts covered under the definition of domestic violence.

**Domestic Violence** - Conduct that would meet the definition of a felony or misdemeanor crime of violence committed by the complainant's current or former spouse or intimate partner, a person with whom the complainant shares a child, a person who is cohabitating or has cohabitated with the complainant as a spouse or intimate partner, or a person similarly situated to a spouse of the complainant under domestic or family violence laws of the jurisdiction receiving grant monies, or any other person against an adult or youth complainant who is protected from that person's acts under the domestic or family violence laws of the jurisdiction.

**Relationship Violence** – A broad term encompassing dating violence and domestic violence.

**Sexual Assault** – Any sexual act directed against another person, without the consent of the complainant including instances where the complainant is incapable of giving consent. Sexual assault is an umbrella term that includes non-consensual sexual contact, non-consensual sexual penetration, incest, and statutory rape.

**Sexual Misconduct** - A broad term that encompasses relationship violence, sexual assault, sexual exploitation, sexual harassment (Title IX and non-Title IX), and stalking.

**Stalking** - A course of conduct directed at a specific individual that would cause a reasonable person under similar circumstances and with similar identities to the complainant to fear for their own or others' safety, or to suffer substantial emotional distress. A course of conduct includes two or more acts, including but not limited to, those in which the alleged perpetrator directly, indirectly, or through third parties, by any action, method, device, or means, follows, monitors, observes, surveils, threatens, or communicates with or about the complainant or interferes with the complainant's property.

For purposes of eligibility to obtain a protection order, the following Ohio Revised Code definitions are used:

ORC 2919.25: Domestic Violence. (A) No person shall knowingly cause or attempt to cause physical harm to a family or household member. (B) No person shall recklessly cause serious physical harm to a family or household member. (C) No person, by threat of force, shall knowingly cause a family or household member to believe that the offender will cause imminent physical harm to the family or household member. Sec. 3113.31. Domestic Violence. (1) "Domestic violence" means any of the following: (a) The occurrence of one or more of the following acts against a family or household member: (a)(i) Attempting to cause or recklessly causing bodily injury; (a)(ii) Placing another person by the threat of force in fear of imminent serious physical harm or committing a violation of section 2903.211 or 2911.211 of the Revised Code; (a)(iii) Committing any act with respect to a child that would result in the child being an abused child, as defined in section 2151.031 of the Revised Code; (a)(iv) Committing a sexually oriented offense. (b) The occurrence of one or more of the acts identified in divisions (A)(1)(a)(i) to (iv) of this section against a person with whom the respondent is or was in a dating relationship.

ORC 2903.211 Menacing by stalking. (A) (1) No person by engaging in a pattern of conduct shall knowingly cause another person to believe that the offender will cause physical harm to the other person or a family or household member of the other person or cause mental distress to the other person or a family or household member of the other person. In addition to any other basis for the other person's belief that the offender will cause physical harm to the other person or the other person's family or household member or mental distress to the other person or the other person's family or household member, the other person's belief or mental distress may be based on words or conduct of the offender that are directed at or identify a corporation, association, or other organization that employs

the other person or to which the other person belongs. (2) No person, through the use of any form of written communication or any electronic method of remotely transferring information, including, but not limited to, any computer, computer network, computer program, computer system, or telecommunication device shall post a message or use any intentionally written or verbal graphic gesture with purpose to do either of the following: (a) Violate division (A)(1) of this section:(b) Urge or incite another to commit a violation of division (A)(1) of this section.

The Ohio Revised Code (ORC) does not have definitions for Sexual Assault or Dating Violence.

COTC is committed to educating the community, including all incoming students and new employees, on domestic violence, dating violence, sexual assault, and stalking, through a variety of primary prevention programs and ongoing awareness campaigns. The college offers online modules to all employees and students to promote the awareness of rape, acquaintance rape, domestic violence, dating violence, sexual assault, and stalking. This training includes safe and positive options for bystander intervention, risk reduction information, procedures victims should follow to make a report, confidentiality information, on and off-campus resources, victim support options, disciplinary procedures, and possible sanctions and protective measures the institution may impose following a final determination of an institutional disciplinary procedure. In addition to these primary prevention educational modules, the college offers a variety of programs and trainings to students and employees on issues of sexual and relationship violence.

## TITLE IX COORDINATOR

Title IX is a federal law that prohibits discrimination and harassment based on sex or gender. This may include acts of sex or gender-based discrimination, sexual misconduct, sexual harassment, sexual violence, relationship violence, and stalking. The Title IX Coordinator Is the designated college official with primary responsibility for coordinating the college's compliance with Title IX. This individual provides leadership for Title IX activities; offers consultation, education and training; and helps to ensure the college responds appropriately, effectively and equitably to Title IX issues.

- Holly Mason, Associate Dean of Students, Title IX Coordinator. Contact for students, faculty and staff Warner Center room 226, 740.366.9219, mason.536@mail.cotc.edu.
- cotc.edu/titleix

Programming efforts at COTC in conjunction with The Ohio State University include U Got This! and events utilizing speakers and presenters on various awareness and prevention topics. These programs aim to help students do the following:

- Recognize different types of sexual violence.
- Understand that sexual violence is prohibited by both the college and by Ohio law.
- Debunk common rape myths.
- Look at how sexual violence is portrayed in the media and our culture.
- Explore social constructs and cultural norms that encourage sexual violence.
- Reveal facts about sexual violence and its relationship with alcohol and other drugs.
- Understand sexual consent, coercion, and COTC's definition of sexual misconduct.
- Build relationship skills and skills to communicate sexual consent.
- Understand and practice bystander intervention methods.
- Empathize with and support survivors of sexual violence.
- Know and be able to reference the campus and local sexual violence resources.
- Information about bystander risk reduction to decrease the likelihood of victimization and recognize warning signs of abusive behavior.

## RISK REDUCTION STRATEGIES

- Look out for "sketchiness." This can be someone pressuring you and friends to drink a lot, or who is overly enthusiastic about getting someone else drunk. Look out for someone talking about hooking up with the "most wasted person in the room."
- Trust your instincts. If something doesn't feel quite right, it probably isn't.
- Be careful with mixed punches, jungle juice, or other communal beverages. Contents and alcohol volume are often a mystery. Fruit holds and concentrates alcohol or anything else in the mix.
- Be aware of your drink. Never leave your drink unattended, or even in the possession of a friend. Also be aware of who is making your drink and consider watching them make it.

- Be cautious of beverages that will mask the flavor or effects of alcohol, such as carbonated alcoholic beverages, alcohol mixed with energy drinks or sweet mixes.
- Know your limits and your friends' limits for drinking and other drug use.
- Use the buddy system:
  - Make a plan with your friends before you go out – talk about how long you want to stay out, what to do if a friend meets someone, etc. Have a plan!
  - Never leave a friend alone when they have had too much to drink.
  - Take your friend to a safe place. This means leaving the party, bar, house, or wherever.

## STUDENT CONDUCT

The primary focus of COTC Student Life's Student Conduct department is to promote college community standards through the administration of COTC's Code of Student Conduct. The office also serves as an information source on student behavior, student discipline, disciplinary hearings and appeals.

The purpose of the college discipline system is to promote student development by addressing behaviors that are inconsistent with community standards and expectations, as defined by the Code of Student Conduct. The office conducts fair and impartial processes regarding alleged violations of the code and, when appropriate, administers proactive and educational sanctions.

Student Conduct often coordinates its services with other campus offices in an effort to serve students to the fullest extent. Students are encouraged to communicate individual concerns they have, including alcohol or drug dependency, mental or emotional wellness, or potential legal issues to Student Conduct. When appropriate, referrals will be made to other college offices in an effort to best serve students. Whenever individuals witness what appears to be criminal activity or violations of college rules under the Code, they are encouraged to report this to the Ohio State Police, as it is the police's role to be the primary campus investigative authority for such matters. Individuals may also contact Student Conduct, which may conduct an investigation or contact Ohio State Police for an investigation of the matter. When apprised of activities by recognized student organizations that allegedly are in violation of the Code of Student Conduct (including criminal activity), Student Conduct may initiate disciplinary proceedings against the student organization and/or its members.

The Office of Student Life strives to cultivate a campus community where students can achieve success and become responsible citizens. Their purpose is to support the College's mission by providing services and programming. Student Life encourages student learning in and out of the classroom, to develop a diverse community which is educationally purposeful, open to all, just, disciplined, and caring.

The COTC Office of Student Conduct is located at 1219 University Dr. Warner Building Room 226. The office can be contacted at 740.364.9578.

It is COTC's practice to solicit from local law enforcement agencies information on criminal activity involving students in off campus locations and programs. This information is made available to Student Life and other appropriate offices on campus.

Upon written request, the report on the results of any disciplinary proceeding conducted by the college against the student who is the alleged perpetrator (hereafter "respondent") of a crime of violence, or a sex offense will be disclosed to the alleged victim, as appropriate under applicable law. Student Conduct will provide both the respondent and the accuser with simultaneous written notification of any result of any disciplinary proceeding that arises from an allegation of dating violence, domestic violence, sexual assault, or stalking. If the alleged victim is deceased as a result of a crime of violence, Student Conduct will provide the results of the disciplinary hearing to the victim's next of kin if requested.

## STUDENT LIFE AND UNIVERSITY HOUSING, NEWARK CAMPUS

Each year, the university housing office offers safety and crime prevention policies and information through its web-based Residence Hall Handbook. In addition, each residence hall makes safety instruction programs regularly available to its residents in cooperation with other college programs. Programs and services include:

- Each residence hall is assigned a community policing liaison with Ohio State police. The police liaisons offer a variety of community outreach from walking rounds with staff, attending events, speaking with students about concerns and/or offering educational programming.
- Important messages related to security, elevator safety, and severe weather, are posted in public areas of the residence halls including, but not limited to elevators, lobbies and hallways.
- Residence hall staff post seasonal safety messages based on relevant concerns during the year such as protection of valuables during breaks, severe weather response, spring break safety and Student Safety escort service availability.
- Education programs within the halls may be offered to specific communities based on the needs of those communities or the demand of the student community.
- Resident advisors attend a mandatory "train the trainer" session providing them information about the "Top Ten Safety Considerations" that they are required to review with their student residents. At the same session the residence hall staff are trained on building-specific fire panel, severe weather safety, emergency notifications, evacuation and shelter-in-place procedures. Resident advisors are also given the opportunity to participate in fire extinguisher demonstrations.

The Newark Residence Halls are managed by The Ohio State University Housing and Residence Education Department. For further information, call **614.292.8266** or visit **housing.osu.edu**.

## BIAS AND DISCRIMINATION

The Department of Public Safety, in partnership with the Office of Student Life and Human Resources receives, monitors, refers, and, as necessary, coordinates the college's response to hate and bias-related incidents that impact all or a significant portion of the campuses. Incidents may involve bias or hate grounded in race, religion, sex, gender, gender identity, sexual orientation, ethnicity, national origin, age, or disability that occur within the college community.

For purposes of this report, hate crimes include specified crimes that manifest evidence that the victim was intentionally selected because of the victim's actual or perceived race, gender, religion, sexual orientation, national origin, ethnicity, or disability. Bias incidents fall within a broader definition and include acts or behavior motivated by the offender's bias against a race, gender, religion, sexual orientation, gender identity, ethnicity, or disability. While these acts do not necessarily rise to the level of a crime, a violation of state law, college policy, or the code of student conduct; a bias act may contribute to creating an unsafe, negative, or unwelcome environment for the victim, anyone who shares the same social identity as the victim, and/or community members of the college. For more information, or to report an incident, please contact the Newark Public Safety Office, the Office of Student Life, or the Newark Campus Human Resources Department for assistance. For more information on how to report an incident, visit or call the Office of Student Life at 1219 University Dr. Warner Building Room 226. 740.364.9578.

# EMERGENCY NOTIFICATION, RESPONSE AND EVACUATION

## EMERGENCY NOTIFICATION PROCEDURES

The Department of Public Safety assumes the role of issuing emergency notifications to the COTC campus community. As defined, an emergency notification is the process of immediately notifying the campus community upon the confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees on campus.

The institution will, without delay, and taking into account the safety of the community, determine the content of the notification and initiate the notification system or systems, unless issuing a notification will, in the professional judgment of responsible authorities, compromise the efforts to assist a victim or to contain, respond to, or otherwise mitigate an emergency.

COTC collaborates with The Ohio State University Department of Public Safety to utilize the Ohio State Buckeye Alert Emergency Notification System. Emergency notifications may be authorized by the COTC President, Ohio State Newark Dean-Director, COTC/Ohio State Newark Public Safety Director, COTC/Ohio State Newark Facility

Superintendent, Ohio State University Director of Public Safety, Ohio State University Chief of Police, Ohio State University Deputy Chief of Police, COTC/Ohio State Newark Director of Marketing and Public Relations or the Ohio State University Senior Vice President of Administration & Planning.

The process of issuing an emergency notification begins by confirming there is a significant emergency or dangerous situation. Public Safety personnel verify information about a potential significant emergency or dangerous situation. This occurs by collecting and assimilating information from firsthand accounts, from uniformed officers in the field, and through the use of security technologies such as alarm and surveillance systems. Alarm systems are monitored by the Department of Public Safety 24-hours a day, 7 days a week. In some locations, cameras can be reviewed in the event of an emergency.

In some circumstances, local, state, or federal agencies may notify the Department of Public Safety of a possible emergency and may provide information or guidance to be used in verifying whether a significant emergency or dangerous situation exists. COTC may contact or be contacted by external law enforcement agencies, emergency management agencies, public health agencies, or other agencies with expertise in the type of situation affecting the campus; these departments or agencies may provide assistance and guidance in confirming the presence of an emergency or dangerous situation. COTC departments that become aware that an emergency or dangerous situation may affect the campus will contact the Department of Public Safety to report the incident.

Upon learning that an emergency or dangerous situation may exist, Public Safety personnel will contact leadership within the Newark and/or Ohio State University Department of Public Safety to pass along specific information about the situation. Department of Public Safety leadership will confirm whether an emergency or dangerous situation involving an immediate threat to the health and/or welfare of students or employees is occurring on the campus and if an emergency is confirmed, will begin the process of issuing an emergency notification. As part of this process, Public Safety leadership will determine the event's significance and the populations it may impact.

The Department of Public Safety is responsible for determining the content of an emergency notification; the content of a notification is determined based on the circumstances and the manner in which the situation is impacting campus. The content of the notification message is designed to provide instruction to the college community that promotes the safety and well-being of those impacted. At times, messages may simply contain information about an area of campus to avoid. At other times, messages may have specific protective action recommendations or information about the nature of the incident itself. A message may be directed to the entire campus community or to specific areas or segments of the campus depending on the nature of the incident.

Upon determination of the notifications content, systems utilized to transmit emergency notifications are selected and activated to deliver the desired content relating to the emergency onto the end user within the college community. These systems are described in the next section.

Delivery of an emergency notification may occur within minutes of the initial confirmation of a significant emergency or dangerous situation depending upon the time of day, the methods chosen to disseminate information, and the successful activation and performance of technologies used to issue notifications.

## EMERGENCY NOTIFICATION SYSTEMS

**To report an emergency or dangerous situation, call 9-1-1.**

Once the Department of Public Safety is aware that an emergency situation may exist, response agencies such as Police, Fire, or Health Department can initiate a response and, if appropriate, Public Safety can begin the process of notifying the COTC campus community.

Before or while the Department of Public Safety leadership is being notified of a potential emergency or dangerous situation, the Communications Center personnel will notify first responders and will request their assistance at the scene. First responders called to a scene are typically the Newark Public Safety personnel to include the Ohio State Police Division and if appropriate Campus Security. On COTC Extended campuses, the local first responders of the area will respond. However, depending on the nature of the incident, other departments or other local, state, or federal agencies could be involved in responding to the incident. COTC will work in cooperation with these agencies to manage the incident.

## General Information

Upon being notified about an emergency event, the Department of Public Safety will determine the appropriate emergency notification systems to be used to deliver the emergency notification message to the campus community. COTC may use any or all communication resources to disseminate information depending on the nature of the emergency and the surrounding circumstances.

Information pertaining to incidents and emergencies on campus will be disseminated to the larger public via media organizations through the Marketing and Public Relations Office or individuals involved in emergency response on campus as designated by the COTC President or COTC Public Safety Director.

Emergency notifications may be sent to the entire campus community when a situation has the potential to affect a large portion of the campus, or they may be sent to specific buildings or areas of the campus in circumstances where the impact of the situation may be limited. The Department of Public Safety will evaluate the information known about the situation and will determine the appropriate areas of campus to be notified. As the situation progresses, the Department of Public Safety will continue to assess the circumstances and may notify additional segments of the campus community if it is warranted.

Based on the circumstances involved in the emergency or dangerous situation, the Department of Public Safety will develop a notification designed to aid in protecting individuals from harm, in preventing an incident from escalating into a larger or more complex emergency, and in preserving and maintaining law enforcement and other public safety operations.

## Buckeye Alert

Through the partnership with The Ohio State University, COTC uses Buckeye Alert for emergency notifications. Buckeye Alert is a multi-modal, all-hazards emergency notification system that includes all of the communications methods listed below. Based upon a variety of factors, Ohio State Public Safety officials along with Newark Campus Public Safety Department will determine which method, or combination of methods, should be utilized to communicate with the college community during an emergency.

Each event/emergency is unique. The message for each event/emergency will also need to be unique. Public Safety leadership will determine the final message prior to activation.

If there is a situation on campus that threatens the health and safety of our students, faculty, staff and visitors, Newark Campus Public Safety officials will warn our campus community using one or more of the following methods:

- **cotc.edu** webpage
- Text messages
- Email
- Fire Alarm/Speaker Systems where equipped
- Social Media Channels
- Newspaper
- NOAA Weather Radio
- Radio
- Television
- Two-Way Radios
- Vehicle Public Address Speakers

Additional information or follow-up instructions may be also provided through any of these resources if the Newark Campus or Ohio State University Department of Public Safety determines that providing such information would be helpful to promote safety or to respond to the situation.

Please note that Timely Warnings, also called “Public Safety Notices,” are issued by the Public Safety Department. These alerts are distinct from Buckeye Alerts. Timely Warnings/Public Safety Notices provide information about crimes that have already occurred but still pose a serious or continuing threat. The Buckeye Alert emergency notification system will only be activated if the campus community is under an immediate threat from a significant emergency or a dangerous event and must take immediate action to remain safe and secure. Timely

Warnings/Public Safety Notices will be issued to make the general public aware of a crime or series of crimes to help them be better informed and more vigilant of potential dangers on and near campus. For more information, please see the *Campus Emergency Alert System*. COTC encourages the college community to pay close attention to both Public Safety Notices and Buckeye Alert text messaging alerts to remain informed of crime activity and emergencies on the affected campus.

Buckeye Alert Text Messaging Alerts: **buckeyealert.osu.edu**

Timely Warning/Public Safety Notices: **dps.osu.edu/police/psn**

### Severe Weather

In the event the National Weather Service issues a Tornado Warning for Licking, Knox, or Coshocton Counties, the Buckeye Alert Text Messaging System will automatically be activated and send a text message to all registered users on the Newark campus and COTC Extended Campuses.

### Text Messaging

Text Messaging is a simple, reliable way to quickly send and broadcast messages to as many students, faculty, and staff as possible. Text messaging is an emergency notification method that will send a text message alert to a registered user's cell phone in the event of an emergency. Text message alerts are designed for all-hazards emergency notifications. COTC students, faculty and staff cell and email information is uploaded to Ohio State Emergency Management at the beginning of each semester,

### Bulk Email Alerts

A mass email can be sent to everyone who has an email account on the cotc.edu system.

This email would be accessible to any account holder whether they are accessing it from on campus or remotely.

### The Central Ohio Technical College Website

An emergency message can be posted on the front page of COTC's website cotc.edu.

### Social Networks

Social networks offer the opportunity to reach out to members of our community during an emergency in a manner that interfaces with the modern trends of communicating.

The Newark Campus Marketing and Public Relations office maintains all social network channels to provide immediate emergency information. Links to these sites may be found by accessing the COTC's main webpage cotc.edu and clicking on the various links provided at the bottom of the page.

### Media Outlets: TV, Radio, Print

The Department of Public Safety, in collaboration with the Newark Campus Marketing and Public Relations office, will provide advisories to the media through a formal media advisory, a news release, or in response to media inquiries.

Once the activation of mass communication system is initiated and the public becomes aware of a situation occurring at the college, the media often begins to inquire about the nature of the emergency.

COTC and the Newark Campus Marketing and Public Relations office will provide relevant information to the media to help ensure that the campus community and the public are informed about the emergency.

### Emergency Response

Public Safety personnel have received training in Incident Command and critical incident response. When a serious incident occurs that causes an immediate threat to the campus, the first responders to the scene are usually the Newark Campus Public Safety, the Ohio State Police, Newark Police Department and Newark Fire Department. They typically respond and work together to manage the incident. Depending on the nature of the incident, other departments and other local or federal agencies could also be involved in responding to the incident. On the COTC extended campuses, Newark Public Safety will coordinate with local jurisdictions.

## EMERGENCY EVACUATIONS

### Campus Evacuation

To protect our campus population from the effects of emergencies, protective action recommendations or evacuation instructions may be issued by the Department of Public Safety and other emergency response authorities (e.g., Newark Fire Department). These instructions may order evacuations for individual buildings or regions of campus, or they could be campus wide.

In the rare event that an evacuation of the entire Newark Campus is ordered by public safety officials, it is important to follow evacuation instructions disseminated through the communication systems used to inform the campus of an emergency. Newark Campus Public Safety works with the Licking County Emergency Management, Newark Police & Fire and many other emergency response partners to prepare for a large-scale evacuation of the city and/or surrounding area. If an evacuation were required, Newark Campus Public Safety, in consultation with other local, state, and/or federal agencies would determine the most appropriate method and route for evacuating the area. It is likely that traffic routes may be altered, that some areas of campus may already be inaccessible, and that travel off-campus may require the use of public transportation or other arrangements. On the Extended COTC Campuses, a building evacuation will be coordinated with the Building Safety and Security Supervisor with local first responders.

It is important to remember that evacuations are issued only if the safety and well-being of the college community is at serious risk. COTC asks that you work together and assist each other during evacuations, and that you follow all instructions and guidance from college officials and first responders.

Building-specific evacuation procedures vary by building. We encourage all individuals on campus to familiarize themselves with evacuation procedures in the buildings they occupy. Specific evacuation information can be obtained from posted procedures, or by requesting a copy of the Building Emergency Action Plan from that building's Building Coordinator.

A copy of these procedures is sent to students, faculty and staff annually via email as part of our autumn semester Buckeye Alert test.

If assistance is required to learn more about building-specific evacuation procedures, please contact Newark Campus Public Safety at 740.366.9237 for assistance.

## SHELTER-IN-PLACE

Shelter-in-place procedures – If an incident occurs, it may be safer to stay indoors, because leaving the area may expose you to that danger. In these or other circumstances, you may be asked to shelter-in-place rather than evacuate a building or area. Shelter in place means finding a safe location indoors and staying there until you are given an "all clear" or told to evacuate. You may be asked to shelter in place because of an active threat; tornado, or chemical, radiological, or other hazard.

How will you know to shelter-in-place? A shelter-in-place notification may come from several sources, including Newark Campus Public Safety, Student Life, other college employees, or other authorities utilizing the college's emergency communication tools.

How to shelter-in-place – No matter where you are, the basic steps of shelter-in-place will generally remain the same. If the need ever arises, follow these steps, unless instructed otherwise by local emergency personnel:

Severe Weather

1. Remain calm.
2. Seek shelter in a centrally located sturdy room on the lowest possible floor, away from windows and exterior doors.
3. Do not go outside or into open areas such as gymnasiums or other rooms where there are large open spans.
4. Do not open windows during a tornado in an attempt to equalize building pressure.
5. Stay away from windows, exterior doors, skylights, mirrors, and other objects that could cause injury if knocked over.

Chemical or Biological Agent

1. Remain calm.
2. Listen for and follow the instructions provided by Public Safety.
3. Return to your room and close all windows and doors unless instructed differently by Public Safety.
4. Turn off air conditioning units if able to do so.
5. Be prepared to evacuate the area if instructed by Public Safety. Active Shooter/Active Threat

Run

1. Always leave an active threat situation if you are able to do so.
2. Leave your belongings behind and keep your hands visible.
3. Notify 911 of the situation when it is safe to do so.

Hide

1. Proceed to the nearest interior room that can be locked or secured as best as possible.
2. Close and lock all the windows and doors and turn off all of the lights. Barricade the door if possible.
3. Remain quiet and silence your cell phone.
4. Make it as hard as possible for the assailant to find you, see you or get to you.

Fight

1. Fighting is a last resort to be used only when your life is in imminent danger.
2. Attempt to incapacitate the active shooter.
3. Find an object to use as a weapon such as a fire extinguisher or chair.

### Testing and Exercises

Testing of the Buckeye Alert system occurs, at a minimum, biannually but may occur at more frequent intervals at the discretion of Ohio State's Emergency Management. These tests may be announced or unannounced. A log of all Buckeye Alert tests, including date, start time, end time and specific message is maintained by Ohio State Emergency Management.

Residence Halls conduct fire drills three times per year under state law. Fire drills are documented by the Office of Student Life Risk and Emergency Management. Announced and planned emergency evacuations are performed each semester in the Newark Residence Halls.

The Newark Campus Public Safety Department maintains and implements the Building Emergency Action Plan (BEAP). The BEAP is a unit-specific plan that addresses procedures for building evacuations for incidents related to all hazards, including fire incidents.

# NOTIFICATION OF MISSING STUDENTS

If a member of the COTC community has reason to believe that a COTC student who resides in on-campus housing has been missing for at least 24 hours, they should promptly contact Ohio State Student Life's University Housing and Residence Education Department at **614.292.8266** and the Newark Public Safety Department **740.366.9237**. (Ohio State Housing and Residence Education manages the residence halls in partnership with COTC on the Newark Campus).

Each COTC student who resides in on-campus Newark housing offered through The Ohio State University Housing and Residence Education Department has the option to identify an individual to be contacted within 24-hours after the student is determined to be missing in accordance with this policy.

Student contact information will be registered confidentially, will be accessible only to authorized university and college officials and may not be disclosed except to law enforcement personnel in furtherance of a missing person

investigation.

Confidential contact information may be registered as part of the housing application process. Information may be amended or supplemented by contacting University Housing and Residence Education. For more information, please visit **housing.osu.edu** or contact University Housing at **614.292.8266**.

Ohio State Housing and Residence will immediately notify The Ohio State University Police Division and/or other appropriate law enforcement agencies upon receipt of a missing student report. If The Ohio State University Police Division (or applicable law enforcement agency) makes an official determination that a student is missing, emergency contact procedures will be initiated within 24-hours in accordance with the student's designation. In addition, the following officials or their designees will be notified:

- COTC President
- COTC Dean of Students
- Ohio State Vice President for Student Life (Columbus campus)
- Ohio State Associate Vice President for Student Life (Columbus campus)
- Ohio State Director of Residence Life (Columbus campus)
- Ohio State Student Life Senior Management (Columbus campus)

If a missing student is under 18 years of age and is not emancipated, Ohio State Housing and Residence Education is required to notify his or her custodial parent or guardian within 24-hours after the student is determined to be missing, in addition to notifying any additional contact person designated by the student.

# POLICIES FOR REPORTING CRIMES, PREPARING ANNUAL REPORTS, CONFIDENTIAL REPORTING

## REPORTING A CRIME

All persons are strongly encouraged to report crime to the police in a prompt and accurate manner. This includes situations where the victim of the crime elects to report a crime or is unable to make such a report. Crimes occurring on campus should be reported to The Ohio State University Police by calling **740.366.9237** (non-emergency), and crimes occurring off campus in Newark should be reported to the Newark Police **9-1-1** (emergency) or **740.670.7201** (non-emergency). Crimes occurring off campus in other communities should be reported to the local police agency. Calling 911 in Licking County will connect you with ALL Police and Fire jurisdictions. Crime reporting for the COTC extended campuses should be through the local 911 centers. 9-1-1 should be called for active-in progress crimes and responses. Non-emergency responses for each COTC extended campus are as follows: Coshocton Campus: Coshocton County Sheriff 740.622.2411, Knox Campus: Mt. Vernon Police 740.393.9559, Pataskala Campus: Pataskala Police 740.927.5701.

Under Ohio law, persons who have knowledge of a felony are required to report the crime to the police (Ohio Revised Code § 2921.22). Failure to report a crime may itself be a crime.

The college strongly encourages all criminal activity to be reported to the Newark Public Safety, Ohio State Police, on the Newark Campus and /or the local police jurisdiction at a COTC extended campus. Information on criminal behavior may also be reported to the offices of Student Conduct, Human Resources, or to the Title IX Coordinator on the Newark Campus.

## CONFIDENTIALITY

Ohio's public records law (Ohio Revised Code § 149.43) generally does not permit the college to promise confidentiality to those who report crimes to anyone except counselors at the Office of Student Life Counseling and Consultation Service, or under certain circumstances, to a physician or a nurse at a hospital or other appropriate medical care setting. Some off-campus reports may also be legally confidential–e.g. reports to clergy or health care professionals. Reports that are confidential by law will not be reported to the college for inclusion in the annual crime statistics report.

The college understands that reporting a crime may involve disclosing sensitive information. Subject to Ohio public records law, the college will use and disseminate such information consistent with the need to conduct an appropriate investigation, to provide assistance and resources to crime victims, to perform other appropriate college functions, and as required by law. However, because of the requirements of public records laws, the college does not have a policy that permits confidential reporting of crimes for inclusion in the annual crime statistics report. The college will not include personally identifying information about crime victims or other necessary parties in this report or other Clery Act disclosures.

Note that the use and release of personally identifiable information from an education record of a student is governed by the Family Educational Rights and Privacy Act (FERPA), and the college will disclose covered student information in compliance with that law and the college Privacy and Release of Student Education Records policy.

Ohio Revised Code § 2921.22 requires that any person who knows that a felony has been or is being committed must report this information to law enforcement authorities. For that reason, college officials who become aware of a crime may, under some circumstances, be required by law to report the crime to law enforcement.

## MEDICAL CARE AND EVIDENCE COLLECTION

If an individual is uncertain about whether or not they want to report what has occurred, they can still get evidence collected. In cases of sexual assault or severe injuries, the police will be called by the hospital. The survivor can decide if they want to speak with the police at that time to officially report what has happened.

While evidence may be collected anonymously (i.e., without the survivor's name attached to it) and/or when there is no report made to police, these cases are handled differently. A discussion about the merit of collecting evidence "anonymously" and in instances where the survivor does not want to report, should be discussed with medical personnel and/or an advocate.

At Licking Memorial Hospital's emergency departments, the evidence collection exam may be performed by a doctor, a nurse or a specially trained nurse: a Sexual Assault Nurse Examiner (SANE). In cases of sexual assault, within the first 96 hours of an assault is the best time for evidence to be collected. Under certain circumstances, it may be collected after this time frame. It is not necessary for evidence to be collected for a case to be reported. It is easier to investigate and prosecute cases that have physical evidence, but it is not impossible to go forward without it.
If an individual wants to have evidence collected, it is best not to bathe and to take the clothes that they were wearing at the time of the assault to the hospital with them. It is also recommended to avoid eating, drinking, and going to the bathroom. However, a lot of people do all of these things before going to the hospital and evidence can still be collected.

The sexual assault evidence collection exam is paid for by a fund within the Ohio Attorney General's office. However, other medical care may be needed, and in that instance, insurance will be billed, or an individual can arrange to "self-pay". Assistance with additional medical bills may be provided through accessing Victims of Crime Compensation and/or through the Sexual Violence Assistance Fund. More information about Victims of Crime Compensation can be found at

ohioattorneygeneral.gov/Individuals-and-Families/Victims/Apply-for-Victims-Compensation

Follow-up medical care can happen at an individual's doctor or another medical facility.

## PREPARING ANNUAL REPORTS

The college prepares this report to comply with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act. Crime statistics are reported to designated campus officials, including but not limited to, officials in the departments listed below, and the local law enforcement agencies included in this report.

## THE COTC NEWARK CAMPUS AND EXTENDED CAMPUSES

- The Ohio State University Police
- Newark Police Department
- Coshocton County Sheriff's Office

- Mt. Vernon Police Department
- Pataskala Police Department
- Police agencies having jurisdiction where College Credit Plus Programs take place
- Office of Student Life
    - Dean of Students
    - Student Conduct
    - Newark Campus Residence Halls
    - Title IX Coordinator

COTC's Annual Campus Security Act Report is the result of the efforts of many people on campus. Each year the offices and individuals listed above as well as other campus offices and local law enforcement agencies provide information for inclusion in the annual report. No formal police report is required for a crime to be included in the statistics. Every effort is taken to ensure that all persons required to report do so, and that statistics are as accurate and complete as possible. Information included in the annual report is reviewed for accuracy, completeness and readability.

If you have any questions or concerns regarding any of the statistics and information in this report, please contact the Department of Public Safety at **740.366.9237**.

COTC will not retaliate, intimidate, threaten, coerce, or otherwise discriminate against any individual for exercising the rights or responsibilities provided by the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act.

## REPORTING SEXUAL ASSAULT, RELATIONSHIP VIOLENCE, HARRASSMENT AND STALKING

Survivors of sexual assault, domestic violence, dating violence, and stalking are strongly encouraged to report the offense to the police. To report an offense to the Ohio State Newark Police Division (non-emergency), please call **740.366.9237**. Non-emergency contact information for other local police agencies include: Newark Police Department, **740.366.7201** Non-emergency responses for each COTC extended campus are as follows: Coshocton campus: Coshocton County Sheriff 740.622.2411, Knox campus: Mt. Vernon Police 740.393.9559, Pataskala campus: Pataskala Police 740.927.5701.

In an emergency, please dial 9-1-1. Reporting an offense to the Ohio State Police or other law enforcement or campus security authorities does not necessarily require filing criminal charges, but it does allow all support systems to be put in place for the survivor. Filing a police report will provide the opportunity for collection of evidence helpful in prosecution and will allow the survivor to be connected with the appropriate support and medical resources. Reporting is best done as soon as possible after the offense, but it may be done at any time.

Reports may also be made to the following campus office:

Holly Mason, Associate Dean of Students, Title IX Coordinator, Contact for students, faculty and staff
Warner Center Room 226, 740.366.9219, mason.536@mail.cotc.edu.

The college will assist students who report sexual assault in obtaining medical support and information regarding available legal and judicial resources as well as counseling and support services. The college will also assist survivors in notifying the Department of Public Safety or other local police if the survivor requests the assistance of law enforcement. The survivor may also choose to decline to notify law enforcement. The Title IX Coordinator can also assist students with the options available to them for campus reporting and adjudication under college policy 1.1.26.

As discussed more fully above in the section titled, "Confidentiality," the college does not have a policy that generally permits confidential reporting of crimes. However, in reporting a crime, a survivor may disclose sensitive information, and the college will, subject to Ohio public records law, use and disseminate such information consistent with the need to conduct an appropriate investigation, to provide assistance and resources to the survivor, and to perform other appropriate college functions. The use and release of personally identifiable information from an education record of a student is governed by the Family Educational Rights and Privacy Act (FERPA), and the college will disclose covered student information in compliance with that law and the college Privacy and Release of Student Education Records policy.

## SUPPORTIVE AND PROTECTIVE MEASURES

The college will provide student and employee survivors with written notification of the survivor's rights and about existing counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid, and other services available for survivors both on-campus and in the community, whether the offense occurred on or off campus. Supportive and protective measures issued by the college might include residence hall room changes, course changes, or "No Contact" directives. Interim suspension of a student may be available when the college has reasonable cause to believe that the student's presence on college premises or at a college-related or registered student organization activity poses a significant risk of substantial harm to the safety or security of themselves, others, or to property. Similarly, employees may be placed on administrative leave with pay when the Office of Human Resources determines that the health or safety of any staff member or of any person or property entrusted to the staff member's care could be adversely affected or during an administrative investigation. Student Conduct and Human Resources investigators collaborate closely with other college departments, including Ohio State Housing and Residence Education, Office of Student Life Counseling & Consultation Service, and Newark Public Safety, to connect students and employees to the appropriate sources of other remedies or protective measures. Interim measures taken during an investigation of a complaint of sexual misconduct should minimize the burden on the complainant. Sexual Violence Support Coordinators, Sexual Assault Response Network of Central Ohio (SARNCO), and Ohio State Police may also assist individuals in obtaining orders of protection through the appropriate criminal or civil court.

The college will also provide written notification about options for, available assistance in, and how to request changes in academic, living, transportation, and working situations as well as supportive and protective measures if so requested by the survivor and if such accommodations are reasonably available, regardless of whether the survivor chooses to report the crime to Ohio State University Police or local law enforcement. If requested by the survivor, and if reasonably available, the college will assist the survivor in changing his/her academic or living situation after the alleged assault. Upon request, the Title IX coordinator can assist the survivor with exploring options to address these concerns. Options may include, but are not limited to, academic/financial aid guidance and discussion of options, assistance in withdrawing from classes or adjusting academic schedule, transitioning the survivor into another residence facility, or emergency housing. The college will not disclose accommodations or supportive and protective measures provided to a survivor unless doing so would impair the ability to provide the accommodations or protective measures.

For survivors who choose to notify the police, it is important to know the immediacy of reporting the incident and the importance of preserving physical evidence that may assist in proving that the alleged criminal offense occurred or may be helpful in obtaining a protection order at the crime scene as well as on the survivor. In cases of sexual assault, within the first 96 hours of an assault is the best time for evidence to be collected. Under certain circumstances, it may be collected after this time frame. If possible, a victim of sexual assault should not wash, douche, use the toilet, or change clothing prior to a medical/legal examination. The gathering of physical evidence can provide important evidence and support of criminal charges leading to a successful prosecution; however, cases may be also reported without physical evidence.

Students or employees who are reporting an immediate assault should be accompanied to a health care facility of their choice to allow for collection of evidence and treatment. If a sexual assault survivor chooses to report the incident days, weeks, or even months after the assault, important support systems are still available and can be arranged; however, criminal investigations become much more difficult.

## COTC DISCIPLINARY PROCEDURES REGARDING CASES OF ALLEGED DATING VIOLENCE, DOMESTIC VIOLENCE, SEXUAL ASSAULT, OR STALKING

### FILING A COMPLAINT

Allegations that a COTC student, faculty or staff member has committed a sexual assault or engaged in dating violence, domestic violence, or stalking should be reported to Holly Mason, Associate Dean of Students and Title IX Coordinator, Warner Center Room 226, 740.366.9219, mason.536@mail.cotc.edu.

The following procedures apply only to cases of dating violence, domestic violence, sexual assault, and stalking as defined in the college's Sexual Misconduct, Sexual Harassment, and Relationship Violence, 1.1.26 Policy. Further

information may be found at https://www.cotc.edu/titleix.

## INVESTIGATION

In cases involving allegations of discrimination, harassment and sexual misconduct, the college will provide a prompt, fair, and impartial process from the initial investigation to the final result, and will treat the complainant with respect before, during, and after the investigation. Upon receipt of a report, the Title IX Coordinator will evaluate the report and share information about the formal complaint process, which may include a discussion with the complainant and consideration of a complainant's request not to proceed with the investigation and adjudication. Upon receipt of a formal complaint, the college will provide written notice to the parties who are known. The investigator will interview the complainant, the respondent and any pertinent witnesses. The investigator will review police or other reports and collect relevant, available evidence. The entire process will be consistent with the college's published policies and will be transparent to the complainant and the respondent. The investigator will provide both parties with timely notice of meetings at which they may be present, and both parties will be provided with equal access to case materials.

A typical investigation into reported acts of alleged discrimination, harassment and sexual misconduct, will follow the timeline as outlined in the policy. This will vary depending on the complexity of the investigation and the severity and extent of the alleged discrimination, harassment, and sexual misconduct. Parties will be updated on the status of the investigation. When in an individual case the following timeframes cannot be met for legitimate reasons, the parties will be informed when and why they will not be met.

Approximate timeframes refer to the entire investigation process, which includes and is not limited to:

a. Conducting the investigation, which includes interviewing parties and witnesses and reviewing documentation (90 business days). This period includes but is not limited to:
    a. Providing parties an equal opportunity to inspect and review any evidence, as outlined in the policy (10 business days)
    b. Providing parties the opportunity to submit a written response to the investigative report (10 business days)
b. Scheduling and conducting hearing (if applicable) and written determination issuance or preparation and finalization of investigative report (45 business days)
c. Appeals (30 business days)
d. Determining what actions the college will take to eliminate the hostile environment, prevent its recurrence, and remedy its discriminatory effects, including imposing sanctions against the accused and providing remedies for the complainant and college community, as appropriate, and issuing written notice of the finding of the investigation (10 days)

Other factors may affect one or more parts of that timeframe, including and not limited to, the complexity, severity, and extent of the alleged sexual misconduct, discrimination, or harassment. The process may be extended as determined by the Title IX Coordinator if necessary due to illness, holidays, unavailability of parties or witnesses, complexity of the case, concurrent law enforcement activity, the need for language assistance or accommodation of disabilities or competing demands on investigators or decision makers.

## RESOLUTION IN STUDENT CONDUCT INVESTIGATIONS

The investigator will decide whether to issue charges for violations of the Code of Student Conduct related to discrimination, harassment or sexual misconduct. Charges will be issued if there is reasonable cause to believe that the student may have violated the Code of Student Conduct. The fact that charges have been issued does not mean that the student has been found in violation. If charges are issued, the hearing officer will notify both the respondent and the complainant. The respondent can accept responsibility and request an Administrative Decision or deny responsibility and request an Administrative Hearing before a College Hearing Officer. When a student accepts responsibility and requests an administrative decision, the hearing officer will consider appropriate sanctions for the violation. In so doing, the hearing officer will consider all of the material brought forth in the investigation, including statements from the complainant on the impact the violation has had on their life and educational experience.

### Hearings

A student charged with violating the Code of Student Conduct can decide not to accept responsibility and elect a hearing to resolve the charge. The Code provides information pertaining to an Administrative Hearing which is less formal than a hearing in a court of law. The legal rules of evidence do not apply, and the standard of proof is the

preponderance of the evidence standard. In an Administrative Hearing, the case is heard by a hearing officer designated by the Office of Student Life.

In cases involving allegations of discrimination, harassment and sexual misconduct, both complainants and respondents participate equally in the hearing process and may have an advisor of their choice present. Should one party desire it, the complainant and respondent shall be in separate rooms connected by video and audio during the hearing.

**Appeals**

Once a result is determined by the hearing officer, the hearing officer promptly communicates simultaneously, in writing, to both parties the outcome of the disciplinary hearing, the institution's appeal procedures and other information as outlined in the Sexual Misconduct policy. Both parties may appeal the outcome. Appeals are heard by the appellate officer, COTC's Chief of Staff. When the appellate officer issues a decision on an appeal, notice is promptly provided to both parties.

**Disclosure of Results of Disciplinary Proceedings**

Upon request, the college will disclose the results of any disciplinary proceeding conducted by the institution against a student who is the alleged perpetrator of *any* crime of violence or a non-forcible sex offense (i.e. statutory rape, incest) to the alleged victim or next of kin, if the victim is deceased.

## RESOLUTION IN COLLEGE HUMAN RESOURCES INVESTIGATIONS

In cases of misconduct by an employee, the investigator will prepare a written case report that typically provides a summary of facts, analysis, findings, and recommended corrective actions. This report is shared, in writing, with the complainant and accused at the conclusion of the investigation. Corrective actions may be taken pursuant to the Corrective Action and Involuntary Termination policy, Student Employment policy, and/or the Rules of the College Faculty Agreement between COTC and the United faculty/COTC, AFT/OFT. Potential corrective actions include coaching, training, development plans, reduction in supervisory duties and leadership responsibilities, changes in salary, termination, and other appropriate remedial measures. In the event a record of such corrective action will become a part of the accused's personnel records, prior notice will be given. Corrective action may also be taken against any individual with a duty to report under this policy who fails to report an incident of sexual misconduct in a manner consistent with the provisions of this policy. In cases involving employees subject to collective bargaining agreements or the faculty process, parties will retain all rights afforded under applicable laws such as Title IX.

## TRAINING & CONFLICT OF INTEREST

All employees and staff involved in an investigation or hearing are trained annually on issues related to discrimination, harassment and sexual misconduct, and proper hearing procedure that protects victim safety and promotes accountability. An investigating officer, administrative hearing officer, or appellate officer will remove themselves from any proceeding in which a conflict of interest or bias exists against either the complainant or the respondent.

## CRIMINAL AND CIVIL OPTIONS IN ADDITION TO COLLEGE PROCEDURES

Students who are survivors of sexual assault have the right to initiate a criminal investigation and possible prosecution of an assailant under criminal law and initiate the disciplinary process through the college Conduct system. Survivors are assisted by staff in learning about the options for reporting sexual assault to the college as well as Ohio State Police or local law enforcement agencies. For more information, visit **cotc.edu/titleix**.

## CAMPUS SEX CRIME PREVENTION ACT INFORMATION

The responsibility for tracking persons in Ohio who have been designated as Sex Offenders is assigned to the

sheriffs of the various counties. The following website contains information regarding registered sex offenders for geographic areas covered by this report: **communitynotification.com.**

## ALCOHOL AND OTHER DRUG POLICY

### ANNUAL POLICY NOTIFICATION IN ACCORDANCE WITH FEDERAL DRUG-FREE SCHOOL AND COMMUNITIES ACT

To provide for the health and safety of students, employees, and visitors, Central Ohio Technical College (COTC) prohibits the unlawful manufacture, distribution, dispensation, possession or use of alcohol or controlled substances. The Alcohol and Other Drug policy included in this report addresses standards of conduct, legal and disciplinary sanctions for misconduct, health risks and available counseling, treatment, rehabilitation and re-entry resources. As a requirement of the Federal Drug-Free Schools and Communities Act Regulations, COTC distributes this annual notification of the college's alcohol and drug prevention programs to all students and employees.

# Alcohol and Other Drugs, 1.1.25

## College Policy

**Applies to:** Faculty, staff, student employees, students, volunteers, vendors and visitors

**Responsible Office** **Office of the President**

## POLICY STATEMENT

Central Ohio Technical College's primary concern is for the health, safety, and welfare of the college community. The college complies fully with local, state, and federal regulations regarding the sale, possession, and consumption of alcoholic beverages. The unlawful manufacture, possession, use, or distribution of illicit drugs or controlled substances on college property or as part of college activities is strictly prohibited. All members of the college community are held responsible for their behavior and for respecting the rights of others.

COTC endeavors to encourage a culture of compliance. The college is committed to providing education regarding the negative impacts of illicit drug use, misuse of prescription drugs, and the excessive or illegal consumption of alcohol. COTC provides programs, support, and resources to promote health-enhancing experiences. Additionally, COTC seeks to encourage responsible bystander behavior and timely reporting.

Please refer to the COTC College Code of Student Conduct for additional information for students and the Office of Human Resources Drug Free Workplace Policy 2.1.25 for additional information for faculty, staff and student employees.

### Purpose of the Policy

Under the Drug-Free Workplace Act and the Drug-Free Schools and Communities Act, the college is required to have an alcohol and other drug policy and distribute this policy annually to all employees and students. This policy must outline expected standards of conduct and consequences that may be applied by both the college and external authorities for policy violations. The law also requires that individuals be notified of possible health risks associated with the use and abuse of alcohol and other drugs, the college's prevention, education and intervention efforts, and sources of assistance for problems that may arise as a result of use.

### Definitions

| Term | Definition |
|---|---|
| Campus | Property that is owned, operated, or controlled by COTC. |
| Open container | Any holder or receptacle that allows access to alcohol, including any bottle, can, or similar container on which the original seal has been broken. A bottle must be resealed by the permit holder. |
| Physical control of a vehicle | Being in the driver's position of the front seat of a vehicle and having possession of the vehicle's ignition key or other ignition device, whether or not the vehicle is running. |

### Policy Details

I. Alcoholic beverage consumption is prohibited on campus or at off-campus college-sponsored activities or events at which the primary audience is under the legal consumption age unless:

   A. Written approval from the Office of Student Life has been issued when students are the primary event organizer; and written approval from the Office of the President has been issued for faculty, staff, and alumni events.

II. College events serving alcohol must have a primary purpose for the gathering other than the availability of alcohol, and alcohol must not be used as an inducement for participation.

**Applies to:** Faculty, staff, student employees, students, volunteers, vendors and visitors

A. Controls must be enforced to prevent underage drinking. These controls shall be consistent with local, state, and federal laws and the Code of Student Conduct.

B. Events involving alcoholic beverages as part of a competition, such as drinking games or chugging contests are strictly prohibited.

C. Soft drinks or other non-alcoholic beverages such as water, punch, or fruit drinks should be available in the same location and be featured as prominently as the alcoholic beverages during the entire time alcoholic beverages are being served.

D. Food and/or snacks should be prominently displayed and available during the entire event.

E. Individual units may implement more restrictive policies relating to the use and/or promotion of alcohol within their facilities that are otherwise in accordance with college policy and local, state, and federal laws.

F. An appropriate F permit will be required by any internal department, organization or external entity that intends to provide beer or intoxicating liquor (wine, mixed beverages of spirituous liquor) either for sale by the drink or through the use of an entrance fee, cover charge, etc.

III. Registered student organizations on a college-related trip must comply with the Code of Student Conduct and local, state, federal, and international laws that apply to COTC students.

A. Funds allocated to a registered student organization from the Office of Student Life, or otherwise from the college, must not be used to purchase alcoholic beverages.

B. Funds collected through a registered student organization's voluntary dues, donations, or fund-raising may be used to purchase alcoholic beverages if the purchase and use of those beverages is otherwise in accordance with college policy and local, state, and federal laws.

IV. Alcoholic beverages may be served in designated areas. No thermos bottles, coolers, bottles, cans, or other containers of any type may be brought onto college property.

A. Possession and consumption of alcohol is subject to local, state, and federal laws and regulations. Police and the Ohio Investigative Unit may patrol these areas and enforce applicable laws.

B. Any open container must be transported as required by law.

V. Alcohol is prohibited at undergraduate group events on campus, including public or semi-private common areas.

A. Students 21 years of age or older may possess and consume legal beverages in their rooms or rooms of others of legal age, in accordance with residence hall policy and local, state, and federal laws.

VI. Advertising that promotes the use of alcohol, illegal drugs, or the misuse of prescription drugs is prohibited on campus. This also applies to events and activities organized or sponsored by the college.

A. Subject to administrative restrictions, events organized on Campus may display the corporate names and logos of alcohol-related sponsors, as long as it does not encourage consumption or irresponsible use.

B. Promotional materials, including advertisements for college events sponsored or co-sponsored by student organizations, must not make reference to or include pictures of alcoholic beverages or the name of alcohol distributors.

C. Advertising should focus on the purpose or theme of the event and not on the availability of alcohol in ways that imply drinking is the focus, such as, but not limited to, a "beer blast," "forty kegs," or "all the beer you can drink."

VII. The unlawful manufacture, possession, use, or distribution of illicit drugs or controlled substances on college property or as part of college activities is strictly prohibited.

**Applies to:** Faculty, staff, student employees, students, volunteers, vendors and visitors

VIII. College faculty, staff, student employees, students, volunteers, vendors, and visitors must abide by all applicable local, state, and federal laws regarding illicit drugs and controlled substances. Under local, state and federal laws, it is a crime to do any of the following. For more information, see the Ohio Department of Commerce and U.S. Drug Enforcement Administration. This information should not be substituted for legal advice.

**A. Underage Drinking**

1. Purchase, order, pay for, or share the cost of alcohol if you are under 21.
2. Possess alcohol if you are under 21.
3. Consume alcohol if you are under 21, unless it is provided by and consumed in the presence of your parent, legal guardian, or adult spouse who is 21 or older.
4. Sell alcohol to, buy alcohol for, or furnish alcohol to anyone under 21.
5. Allow anyone under 21 who possesses or consumes alcohol to remain in your home, apartment, or residence hall room, or in other property that you own or occupy unless alcohol is given by and consumed in the presence of the underage person's parent, legal guardian, or adult spouse.

**B. False Identification**

1. Show or give false information about your name, age, or other identification to purchase or obtain alcohol if you are under 21.
2. Provide false information about the name, age or other identification of another person under 21 to purchase or obtain alcohol for that person.
3. Possession of a fictions ID (ORC 4507.30).

**C. Open Containers**

1. Have an open container of alcohol in your possession in any unlicensed public place.
2. Have an open container of alcohol in your possession while driving or riding in or on a motor vehicle.
3. Have an open container of alcohol in your possession while in or on a motor vehicle that is parked in or on a highway, street, or other place open to the public for parking.
4. Open containers are not allowed at any campus tailgating events.

**D. Transportation**

1. Operate a vehicle under the influence. If you are under 21, you are considered to be operating a vehicle under the influence if your blood alcohol level is .02 or higher and 0.08 at age 21. Refusing an alcohol test results in an immediate administrative license suspension.
2. Consume alcohol while in a motor vehicle.
3. Drive while under the influence of alcohol.
4. Be in physical control of a vehicle while drinking or under the influence of alcohol.

**E. Disorderly Conduct**

1. Engage in conduct likely to be offensive or cause inconvenience, annoyance, or alarm to others or that poses a risk of physical harm to yourself, to others, or to property while you are voluntarily intoxicated.

**F. Alcohol Sales**

1. Hold an event where alcohol is sold, or an event where alcohol is provided without charge but there is an entrance fee, cover charge, or other fee, without an appropriate permit. Information on how to obtain a temporary liquor permit is available from the Ohio Division of Liquor Control.

**G. Illicit Drugs**

1. Sell or offer to sell any controlled substance or prepare or package any controlled substance for sale.
2. Distribute any controlled substance, unless authorized to do so by law.
3. Knowingly obtain, possess, or use a controlled substance without a prescription.

**H. State of Ohio Alcohol and Drug Law Criminal Sanctions**

1. Underage drinking: Ohio Revised Code (O.R.C.) 4301.63/4507.30 provides that no person under the age of 21 shall purchase beer or intoxicating liquor. Penalty for violation: Violation of O.R.C. 4301.63 will result in a fine of not less than $25 but not more than $100. The court may order that the fine be paid by the

performance of public work at a reasonable hourly rate established by the court and may specify the designated time in which the public work shall be completed.

2. False identification used to purchase alcohol for someone under 21: O.R.C. 4301.633 provides that no person shall knowingly furnish any false information as to the name, age, or other identification of any person under 21 years of age for the purpose of obtaining or with the intent to obtain, beer or intoxicating liquor for a person under 21 years of age, by purchase, or as a gift. Penalty for violation: Violation of O.R.C. 4301.633 is a misdemeanor of the first degree. The maximum penalty is imprisonment for not more than six months and a fine not more than $1,000.
3. False identification used to purchase alcohol by someone under 21: O.R.C. 4301.634 provides that no person under the age of 21 years shall knowingly show or give false information concerning the same person's name, age, or other identification for the purpose of purchasing or otherwise obtaining beer or intoxicating liquor in any place in this state where beer or intoxicating liquor is sold under a permit issued by the division of liquor control or sold by the division. Penalty for violation: Violation of O.R.C. 4301.634 is a misdemeanor of the first degree, punishable by up to six months imprisonment and fines up to $1,000. If a false or altered state identification card was used in commission of a violation of O.R.C. 4301.634, the punishment is a first-degree misdemeanor with a fine of not less than $250 but not more than $1,000 and up to six months imprisonment.
4. Open container in a motor vehicle: O.R.C. 4301.64 prohibits the consumption of beer or intoxicating liquor in a motor vehicle. Penalty for violation: Violation of O.R.C. 4301.64 is a misdemeanor of the fourth degree punishable by up to 30 days in jail and a fine up to $250.
5. Furnishing or selling alcohol to someone under 21: O.R.C. 4301.69(A) prohibits any person from selling or furnishing beer or intoxicating liquor to a person under 21 years of age, or buying it for any person under the age of 21. Penalty for violation: Violation of O.R.C. 4301.69(A) is a misdemeanor punishable by a fine of at least $500 but not more than $1,000, and up to six months imprisonment.
6. Underage purchase, possession or consumption of alcohol: O.R.C. 4301.69(E) provides that no underage person shall knowingly order, pay for, share the cost of, attempt to purchase, possess, or consume any beer or intoxicating liquor in any public or private place or knowingly be under the influence of any beer or intoxicating liquor unless he or she is accompanied by a parent, spouse, or legal guardian who is not an underage person, or unless the beer or intoxicating liquor is given for religious purposes or by a physician for medical purposes. Penalty for violation: Violation of O.R.C. 4301.69(E) is a misdemeanor of the first degree. The maximum penalty is imprisonment for not more than six months and a fine up to $1,000.
7. Driving while intoxicated: O.R.C. 4511.19 prohibits any person from driving a motor vehicle while under the influence of alcohol or drugs. Penalty for violation: A violation of O.R.C. Section 4511.19 is a misdemeanor of the first degree, the maximum penalty for which is a jail term of up to six months and a fine up to $1,000. The court may also impose additional fines, community rehabilitation or intervention programs, and suspend or revoke the offender's driver's license. Additional penalties exist for repeat offenders of O.R.C. 4511.19.
8. Selling or distributing illicit drugs: O.R.C. 2925.03 prohibits any person from selling or offering to sell any controlled substance, preparing or packaging any controlled substance for sale, or distributing any controlled substances. Penalty for violation: Anyone who violates this statute is guilty of drug trafficking. Violation of this statute is a felony, the level of which depends on the specific criteria set forth in O.R.C. 2925.03(C), including type and weight of drug. The minimum penalty for a fifth-degree felony can include six to 12 months in jail and/or a fine up to $2,500. The maximum penalty for a first-degree felony can include imprisonment up to 10 years and a fine up to $20,000.
9. Possessing or using illicit drugs: O.R.C. 2925.11 prohibits any person from knowingly obtaining, possessing, or using a controlled substance. Penalty for violation: Violation of O.R.C. 2925.11 is drug abuse, which may be a misdemeanor or a felony depending on the specific criteria set forth in O.R.C. 2925.11(C), including type and weight of drug. The minimum penalty, a fourth-degree misdemeanor, is punishable by imprisonment of up to 30 days and a fine up to $250. The maximum penalty, a first-degree felony, is punishable by up to 10 years in prison and a fine up to $20,000.
10. A complete list of Ohio drug prohibitions can be found in Chapter 2925 of the Ohio Revised Code.

**Applies to:** Faculty, staff, student employees, students, volunteers, vendors and visitors

**I. Federal Drug Laws**

1. Federal law prohibits the trafficking and illegal possession of controlled substances as outlined in 21 United States Code, Sections 841 and 844.
2. Depending on the amount possessed, first offense maximum penalties for trafficking marijuana range from five years' imprisonment with a $250,000 fine to imprisonment for life with a $10 million fine for an individual, and from five years imprisonment with a $1 million fine to imprisonment for life with a $50 million fine if not an individual. Also depending on the amount possessed, first offense maximum penalties for trafficking Class I and Class II controlled substances (methamphetamine, heroin, cocaine, cocaine base, PCP, LSD, fentanyl analogue) range from five years' imprisonment with a $5 million fine to imprisonment for life with a $10 million fine for an individual, and from five years' imprisonment with a $25 million fine to imprisonment for life with a $50 million fine if not an individual. First offense penalties for simple possession, 21 USC §844, range from at most one year's imprisonment or at least a $1,000 fine or both; to at most 20 years' imprisonment and a fine of at least $1,000.
3. For the most current and complete information regarding federal penalties for drug trafficking, visit the U.S. Drug Enforcement Administration Federal Trafficking Penalties.

**J. Disclaimer**

1. This information is provided as a general summary of the major applicable laws. Laws are frequently amended and reinterpreted, and the application of law to specific situations generally requires an analysis of all of the facts and circumstances. This information should not be substituted for legal advice.
2. Updates to these laws are generally reflected on the websites mentioned here, but individuals are ultimately responsible for knowing the laws. This information should not be substituted for legal advice.
3. COTC's Code of Student Conduct and college policies and rules are campus behavior and safety standards that may result in sanctions, educational outcomes or penalties that are independent of any criminal considerations.
4. Violation of the laws referenced previously may also be a violation of COTC's Code of Student Conduct and college policies and rules and could result in college sanctions. It should also be noted that the college's expectations for appropriate behavior are higher than those under the law.

## PROCEDURE

**I. Process for College Events that Involve Alcohol**

A. College units seeking to serve alcohol must request approval through the Office of the President.

B. Students over the legal drinking age seeking to serve alcohol at an event must request approval through the Office of Student Life.

C. At least **three weeks** before the event, apply for college approval if the college event involves serving alcohol outside of a licensed premise. Proof of Liability Insurance may be required of the sponsor of the event. The following event details are to be provided:

   a. Date and time of the event. Time during the event in which alcohol will be served.

   b. A description of the type of people who will be attending the event (e.g., faculty, staff, students, donors, alumni, etc.) and an estimate of the number of attendees; a description of the purpose of the event (e.g., alumni reception, faculty-student mixer, etc.).

   c. A list of the kinds of alcohol proposed to be served (beer, wine, liquor) and who will be serving the alcohol; where the alcohol will be purchased and by whom it will be purchased.

   d. An explanation of how non-attendees will be prohibited from entering the event (e.g., fenced off, usher at the doorway, use of wristbands, etc.); an explanation of how attendees will be checked before being served to determine they are of legal drinking age.

**Applies to:** Faculty, staff, student employees, students, volunteers, vendors and visitors

e. A statement as to whether any fees will be collected in connection with the event and, if so, for what (e.g., alcohol, food, admission or cover charge, etc.).

f. Host warranty that it will obtain a liquor permit if required by the Ohio Division of Liquor Control (ODLC).

D. Per state guidelines, submit a request for a permit from the Department of Liquor Control if planning an event that involves serving alcohol where there will be charges for anything, such as for a reception, conference registration, food, etc.

E. At least **three weeks** prior to the event, the Public Safety Office must be contacted and the sponsoring party must ensure adequate security, provide a safe and secure environment, and follow reasonable risk management procedures as defined by College Police.

## II. Violations

**A.** Any faculty, staff, student employees, students, volunteers, vendors, and visitors found to be in violation of local, state, and/or federal law, or who violate the college's alcohol or other drug policies, are subject to college disciplinary procedures and/or referral to the appropriate authorities for legal action.

1. College disciplinary sanctions include, but are not limited to, written warnings, loss of privileges, probation, participation in an alcohol or other drug assistance or rehabilitation program, suspension, and/or dismissal.
2. Sanctions may also apply to registered student organizations and to off-campus conduct.

**B.** The college values the actions of student "Good Samaritans" or those individuals who are concerned for the health and safety of their peers.

1. The Office of Student Life values the actions of student bystanders who seek medical assistance when warranted from appropriate resources, such as Residence Life staff, police, EMS or other first responders. In the interest of promoting health and safety, the student bystander's own use of alcohol or drugs, level of intoxication, or impairment generally should not result in any college disciplinary proceeding against that student bystander.
2. When applicable, other violations of the Code of Student Conduct may still result in college disciplinary proceedings.

## III. Corrective Action

**A.** Faculty, staff, student employees, students, volunteers, vendors, and visitors are responsible for complying with all college policies and rules. If alcohol violations occur, corrective action is governed as follows:

1. Students are subject to appropriate discipline by the Office of Student Conduct or by Residence Hall staff.
2. Faculty and staff may be disciplined under all applicable college rules and policies, up to and including termination of employment.
3. Volunteers and vendors are subject to appropriate disciplinary action by the college.

**B.** Alcohol policy violations can be reported to the Department of Public Safety.

## Responsibilities

| Position or Office | Responsibilities |
|---|---|
| College leaders, managers, and supervisors | 1. Communicate policy expectations.<br>2. Hold individuals responsible for compliance.<br>3. Communicate policy violations to leaders and managers in specific areas where problems occur. |

**Applies to:** Faculty, staff, student employees, students, volunteers, vendors and visitors

| Position or Office | Responsibilities |
|---|---|
| Student Life | 1. Communicate policy expectations to the college community.<br>2. Consult with students and units on the policy.<br>3. Provide alcohol and other drug education and support.<br>4. Review the policy and update as needed.<br>5. Address non-employment setting policy violations with students.<br>6. Review, and when appropriate, approve student requests to serve alcohol at events. |
| Office of the President | 1. Communicate policy expectations to the college community.<br>2. Consult with units on the policy.<br>3. Review, and when appropriate, approve college and support unit requests to serve alcohol at event(s). |
| Public Safety | 1. As part of the annual security report distribution, communicate to the college community through an annual notification, which must include the following: standards of conduct; a description of sanctions for violating federal, state, and local law and campus policy; a description of health risks associated with alcohol and other drug use; and a description of treatment options. |
| Human Resources | 1. Communicate policy expectations to the college community.<br>2. Consult with units on the policy.<br>3. Provide information on support services.<br>4. Address and refer policy violations to the appropriate position or office. |
| Employing or volunteer sponsoring unit | 1. Communicate policy expectations.<br>2. Provide information on support services.<br>3. Address and refer policy violators to the appropriate position or office.<br>4. Report policy violations to the appropriate position or office. |
| Individuals | 1. Comply with the policy.<br>2. Inform others about the policy whenever possible.<br>3. Use education and support resources as needed. |

### Resources

Authorization to Serve Alcohol Request Form can be found here: https://www.cotc.edu/post/policy-resources-0
Drug-Free Workplace policy 2.1.25: https://www.cotc.edu/sites/main/files/file-attachments/2.1.25.pdf?1604386562
Expenditures policy 3.1.01:
https://my.cotc.edu/cotcfacultystaff/businessfinance/Documents/3.1.01%20COTC%20Expenditure%20Policy.pdf
Ohio Department of Commerce Division of Liquor Control: https://www.com.ohio.gov/liqr/
Ohio Liquor Permit Classes and Fees: https://www.com.ohio.gov/liqr/permitClasses.aspx
Ohio Revised Code: http://codes.ohio.gov/orc/
Registered Student Organizations: https://www.cotc.edu/post/current-student-organizations
Student Code of Conduct web page: https://www.cotc.edu/post/welcome-student-conduct
U.S. Drug Enforcement Administration: https://www.dea.gov/
U.S.D.E.A. Federal Trafficking Penalties: https://www.iecc.edu/files_user/CONS/Files/Federal_Trafficking_Penalties.pdf

### Contacts

| Subject | Office | Telephone | E-mail/URL |
|---|---|---|---|
| Policy questions | Office of the President | 740.364.9510 | https://www.cotc.edu/college-policies |
| Alcohol and other drug coaching/ screening | Office of Student Life, Counseling Services | 740.364.9578 | https://www.cotc.edu/counseling-services |

**Applies to:** Faculty, staff, student employees, students, volunteers, vendors and visitors

| Subject | Office | Telephone | E-mail/URL |
|---|---|---|---|
| Code of Student Conduct | Office of Student Life | 740.364.9578 | https://www.cotc.edu/post/welcome-student-conduct |
| Corrective action for employees | Office of Human Resources | 740.366.9367 | https://www.cotc.edu/post/policies-and-procedures |
| Employee substance abuse | Employee Assistance Program | 800.678.6265 | https://osuhealthplan.com/eap |
| Student counseling group/ individual | Office of Student Life – Counseling Services | 740.364.9578 | https://www.cotc.edu/counseling-services |
| Police and security | Department of Safety and Security | 740.366.9237 | https://www.cotc.edu/public-safety |

### History

Updated: 01/06/2021

**Applies to:** Faculty, staff, student employees, students, volunteers, vendors and visitors

## Health Risks

Alcohol and other drugs affect the health and safety of students, faculty, staff, volunteers and campus visitors, and are very costly in relationship to campus crime and interference with the learning environment. Central Ohio Technical College is committed to providing a safe, healthy learning community.

## ALCOHOL

| Risk | Possible Health Effect |
|---|---|
| Alcohol Use Disorders: Alcoholism & Alcohol Abuse | • Alcohol withdrawal syndrome<br>• Cardiomyopathy<br>• Certain types of cancer (oral, pharynx, esophagus, larynx, and lung)<br>• Cirrhosis<br>• Deficiency in thiamine<br>• Gastrointestinal disorders<br>• Heart Disease<br>• Korsakoff's psychosis<br>• Learning and memory problems<br>• Nerve damage<br>• Pancreatitis<br>• Permanent damage to brain and liver<br>• Wernicke's encephalopathy |
| Birth Defects | • Fetal alcohol spectrum disorders<br>• Miscarriage<br>• Physical and mental birth defects<br>• Stillbirth |
| Chronic Heavy Drinking or Binge Drinking<br>Heavy: 14 drinks/week for men; 7 drinks/week for women<br>Binge: 5+ drinks for men in 2 hours, 4+ drinks for women in 2 hours | • Alcohol poisoning<br>• Anemia<br>• Cancer (correlated with mouth, throat, larynx, esophagus, liver, breast, and colon)<br>• Cardiovascular disease<br>• Dementia<br>• Depression<br>• Gout<br>• High blood pressure<br>• Liver disease, heart disease<br>• Nerve damage<br>• Pancreatitis<br>• Sleep disorders<br>• STDs and unwanted pregnancy from unsafe sex<br>• Stroke |
| Intoxication | • Decreased ability to analyze sensory information resulting in disturbed balance, slurred speech, blurred vision, heavy sweating, and dulled sensation of pain<br>• Dehydration<br>• Disrupted balance of minerals in the blood<br>• Disrupted judgment<br>• Gastritis<br>• Hangovers consisting of headache, thirst, nausea and dizziness as well as fatigue<br>• Impaired brain function<br>• Impaired judgment<br>• Impaired motor skills |

| | |
|---|---|
| | • Increased chances of death, accidents, and injuries, falls, sexual victimization, suicide<br>• Increased lethargy<br>• Inflammation of esophagus<br>• Interference with sleep rhythms |

## COMMONLY ABUSED DRUGS

| Risk | Possible Health Effect |
|---|---|
| Anabolic Steroids | • Aggression or rage<br>• Blood clotting and cholesterol changes<br>• Delusions<br>• Extreme irritability<br>• Extreme mood swings<br>• Fluid retention<br>• For men—shrinkage of the testicles (testicular atrophy), reduced sperm count or infertility, baldness, development of breasts (gynecomastia), increased risk for prostate cancer<br>• For women—growth of facial hair, male-pattern baldness, changes in or cessation of the menstrual cycle, enlargement of the clitoris, deepened voice<br>• Hypertension<br>• Impaired judgment stemming from feelings of invincibility<br>• Increased risk of contracting HIV/AIDS or hepatitis<br>• Kidney cancer<br>• Liver cysts<br>• Paranoid jealousy<br>• Severe acne |
| Bath Salts | • Agitation<br>• Altered mental state<br>• Chest pain<br>• Extreme paranoia and delusions<br>• Hallucinations<br>• Highly addictive<br>• Hypertension<br>• Increased blood pressure and heart rate<br>• Kidney injury<br>• Panic attacks<br>• Seizures<br>• Violent behavior, self-injury, self-mutilation, suicide |
| Cannabinoids<br>(Hashish, Marijuana) | • Anxiety, paranoia and panic attacks<br>• Asthma<br>• Bloodshot eyes<br>• Cancer of the lungs<br>• Difficulty speaking, listening, thinking, and problem solving<br>• Distorted perception (sight, sound, time, touch)<br>• Dry mouth and throat<br>• Impaired complex motor skills<br>• Impaired concentration<br>• Impaired judgment |

| | |
|---|---|
| | • Increased risk of damaging the lungs and reproductive system,<br>• Increased heart rate<br>• Linked to heart attacks<br>• Loss of coordination<br>• Lowered sperm production<br>• Problems with memory and learning<br>• Psychological dependence<br>• Respiratory problems: bronchitis, emphysema and bronchial asthma |
| Depressants | • Fatigue; confusion; impaired coordination, memory, judgment; addiction; respiratory depression and arrest; death<br>• Barbiturates<br>  ○ Depression<br>  ○ Dizziness<br>  ○ Fever; irritability<br>  ○ Life-threatening withdrawal<br>  ○ Poor judgment<br>  ○ Slurred speech<br>  ○ Unusual excitement<br>• Benzodiazepines<br>  ○ Dizziness<br>• Flunitrazepam<br>  ○ Memory loss for the time under the drug's effects<br>  ○ Urinary retention<br>  ○ Visual and gastrointestinal disturbances<br>• GHB<br>  ○ Coma<br>  ○ Death<br>  ○ Drowsiness<br>  ○ Loss of consciousness<br>  ○ Loss of reflexes<br>  ○ Nausea/vomiting, headache<br>  ○ Seizures<br>• Methaqualone<br>  ○ Depression |
| Dextromethorphan (DXM) | • Body rash/itching<br>• Closed-eye hallucination<br>• Difficulty breathing<br>• Dizziness<br>• Drowsiness<br>• Gastrointestinal disturbances<br>• Memory loss<br>• Nausea<br>• Numbness |
| Dissociative Anesthetics | • Ketamine<br>  ○ Altered body image<br>  ○ Altered hearing<br>  ○ Aphasia<br>  ○ Blunted affect<br>  ○ Blurred vision<br>  ○ Delirium<br>  ○ Diplopia<br>  ○ Dizziness |

| | |
|---|---|
| | ○ Erythema<br>○ Euphoria<br>○ Hallucinations<br>○ Hypersalivation<br>○ Hypertension<br>○ Illusions<br>○ Impaired attention, memory and judgment<br>○ Nausea and vomiting<br>○ Nightmares<br>○ Nystagmus<br>○ Pain at injection site<br>○ Psychomimetic phenomenon<br>○ Psychomotor retardation<br>○ Tachycardia<br>○ Vivid dreams<br>• PCP and analogs<br>○ Aggression<br>○ Decrease in blood pressure and heart rate<br>○ Depression<br>○ Loss of appetite<br>○ Panic<br>○ Violence |
| Hallucinogens | • LSD, Mescaline, & Psilocybin<br>○ Delusions and hallucinations<br>○ Increased body temperature, heart rate, and blood pressure<br>○ Loss of appetite<br>○ Numbness, weakness<br>○ Sleeplessness<br>○ Tremors<br>○ Unpredictable psychological effects, with "trips" lasting about 12 hours<br>• Mental disorders<br>• Nervousness, paranoia |
| Inhalants | • Aspiration of vomit<br>• Birth defects if pregnant<br>• Cramps<br>• Damage to central nervous system and brain<br>• Depression<br>• Frostbite<br>• Hearing loss<br>• Heart failure<br>• Hypoxia<br>• Kidney damage<br>• Limb spasms<br>• Memory impairment<br>• Muscle weakness<br>• Unconsciousness |
| Opioids | • Heroin<br>○ Coma, unconsciousness<br>○ Confusion<br>○ Constipation<br>○ Depressed breathing so overdose can be fatal<br>○ Highly addictive and tolerance builds up rapidly |

| | |
|---|---|
| | ○ Increased risk of infectious diseases such as HIV/AIDS and hepatitis<br>○ Nausea<br>○ Sedation<br>○ Staggering gait |
| Stimulants | • Amphetamines<br>○ Aggression, erratic behavior<br>○ Bad feelings as drug wears off<br>○ Convulsions, coma, death<br>○ Depression<br>○ Extreme exhaustion<br>○ Hallucinations<br>○ Headache<br>○ Loss of coordination<br>○ Low blood pressure<br>○ Nausea<br>○ Panic and paranoia<br>○ Physical effects: hyperactivity, dilated pupils, vasoconstriction, blood shot eyes, flushing, restlessness, dry mouth, bruxism, headache, tachycardia, bradycardia, tachypnea, hypertension, hypotension, fever, diaphoresis, diarrhea, constipation, blurred vision, aphasia, dizziness, twitching, insomnia, numbness, palpitations, arrhythmias, tremors, dry and/or itchy skin, acne, pallor, convulsions, and with chronic and/or high doses, seizure, stroke, coma, heart attack and death can occur<br>○ Psychological effects: euphoria, anxiety, increased libido, alertness, concentration, energy, self-esteem, self-confidence, sociability, irritability, aggression, psychosomatic disorders, psychomotor agitation, grandiosity, repetitive and obsessive behaviors, paranoia, and with chronic and/or high doses, amphetamine psychosis can occur<br>○ Reduced performance at work, disruption of relationships<br>○ Twitching/tremors<br>• Cocaine<br>○ Abdominal pain<br>○ Anxiety, panic attacks, paranoia<br>○ Chest pain<br>○ Cocaine is very addictive and many users quickly develop a strong psychological dependence on it<br>○ Damage to the veins, leading to ulcers and gangrene, and increased risk of blood-borne infections such as hepatitis or HIV<br>○ Damage to the lungs<br>○ Damage to the nasal septum as the drug causes vasoconstriction<br>○ Feeling constantly run-down when not taking cocaine<br>○ Headaches<br>○ Heart attacks<br>○ Increased body temperature<br>○ Long-term changes to the brain, particularly in the brain's 'reward' circuits, which control sense of pleasure, and personality changes<br>○ Loss of libido<br>○ Malnutrition<br>○ Nausea<br>○ Raised heart rate and blood pressure |

**Applies to:** Faculty, staff, student employees, students, volunteers, vendors and visitors

| | |
|---|---|
| | ○ Respiratory failure<br>○ Strokes or seizures<br>○ Tolerance builds quickly<br>• MDMA<br>○ Anxiety, panic, confusion<br>○ Cardiac/liver toxicity<br>○ Depression as drug wears off<br>○ Dry mouth<br>○ Hyperthermia<br>○ Impaired memory and learning<br>○ Increased heart rate and raised blood pressure<br>○ Increased liver and kidney problems in later life<br>○ Interferes with body's fluid control mechanisms and salt balance, making it easy to overhydrate and cause the brain to swell<br>○ Long-term brain changes such as depletion of serotonin, leading to chronic depression, memory impairment, and personality changes<br>○ Mild hallucinogenic effects<br>○ Raised body temperature, leading to dehydration<br>○ Renal failure<br>• Nicotine<br>○ Adverse pregnancy outcomes<br>○ Cardiovascular disease<br>○ Chronic bronchitis and emphysema<br>○ Heart disease<br>○ Increased risk of cancer in almost every organ and tissue of the body, especially cancer of the lung, throat, and stomach<br>○ Lung disorders and disease<br>○ Stroke |

**Applies to:** Faculty, staff, student employees, students, volunteers, vendors and visitors

## Community Resources

Employees and students may contact any of the following agencies for assistance. It is not a requirement that a person be first evaluated and recommended by a counselor. Individuals may contact these agencies on their own. Some agencies charge for their services. Do not let that deter you from calling. Many agencies have sliding pay scales. They can give a suggestion for alternatives too.

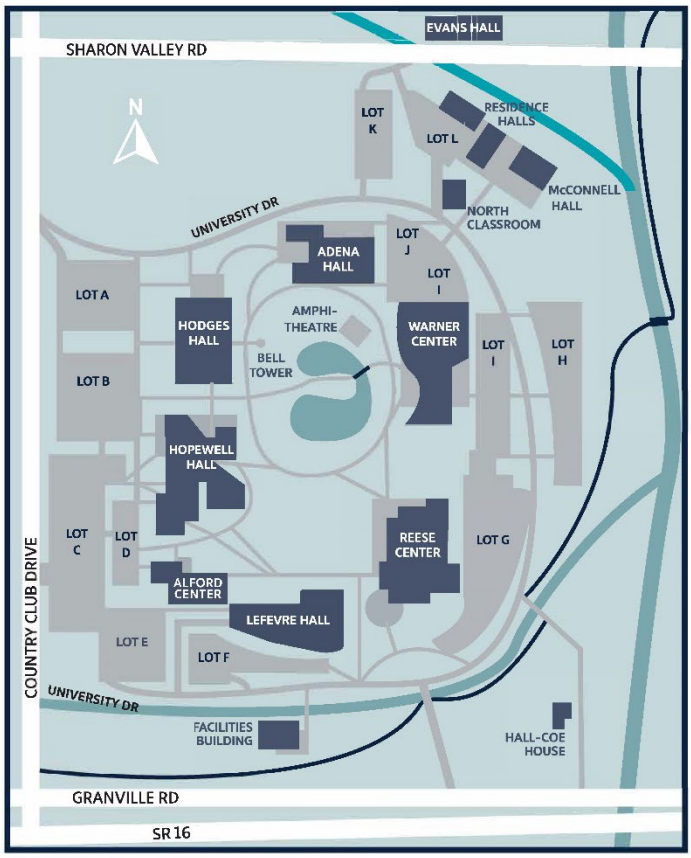
| Agency | Service |
|---|---|
| **Alcoholics Anonymous/AA/Al-Anon**<br>76 E. Main St, Newark, Ohio 43055<br>740.345.7060 | Provides a support system for alcoholics and their families |
| **Coshocton County Drug & Alcohol Council**<br>610 Walnut St, Coshocton, OH 43812<br>740.622.0033 | For alcohol and drug counseling; also handles and refers individuals with special concerns. |
| **Freedom Center of Knox County**<br>106 Gambier St<br>Mt. Vernon, OH 43050<br>740.397.2660 | For alcohol and drug abuse – also for personal counseling of young adults. |
| **Licking County Alcoholism Prevention Program**<br>62 E Stevens St<br>Newark, OH 43058-4160<br>740.366.7303 | For students and employees plus their family members—for situations relating to alcoholics, problem drinkers or anyone wanting to know more. |
| **Behavioral Healthcare Partners of Central Ohio, Inc.**<br>65 Messimer Dr.<br>Newark, OH 43055<br>740.522.8477 | For personal counseling and emergency services. |
| **Narcotic Anonymous/NA**<br>1.800.587.4232 or 1.614.252.1700<br>Phone App – N A Meeting Search 2.2<br>http://www.na.org/meetingsearch/ | Provides referrals to area support group meetings. |
| **Newark Campus Personal Counselor**<br>Ohio State Newark/COTC<br>Warner Center, Room 226<br>1179 University Drive<br>Newark, OH 43055<br>740.364.9578 | For students of Ohio State Newark and COTC relating to problems with friends, family, relationships, drugs, alcohol, etc. Services available during college/university business hours. |
| **Shepherd Hill Healthcare**<br>200 Messimer Dr<br>Newark, OH 43055<br>877.822.9347 | Primarily for in-patient care and counseling regarding drug abuse. |
| **Spencer House**<br>69 Granville St.<br>Newark, OH 43055<br>740.345.7030 | Residential facility that provides accommodations, guidance, supervision and counseling in a group setting for persons with chemical dependency, mental and emotional issues. |

**Applies to:** Faculty, staff, student employees, students, volunteers, vendors and visitors

| | |
|---|---|
| **The Woodlands – Family Counseling**<br>195 Union St, Suite B1<br>Newark, OH 43055<br>740.349.7066 | Drug and alcohol assessment; personal and financial counseling for individuals and their families; parent education; Battered Women's Shelter. |

Updated August 2019

# COTC NEWARK CAMPUS




**Newark Campus**

# COTC Extended Campuses

### Coshocton Campus

### Knox Campus - Mt. Vernon

### Pataskala Campus

# TIMELY WARNING POLICY

Timely Warnings, called “Public Safety Notices”, are provided to heighten safety awareness by giving students, faculty and staff notification of crimes that occur only on campus property, non-campus property, or on public property immediately adjacent to and accessible from campus and are considered by the Department of Public Safety to present a serious or continuing threat to students and employees.

Hate Crime Alerts are a subset of Public Safety Notices. A Hate Crime Alert will be issued when a hate or bias-related incident that presents a serious or continuing threat to students and employees occurs on campus property, non-campus property, or on public property immediately adjacent to and accessible from campus. Hate Crime Alerts may also be issued when the Ohio State University Police Division determines issuance is appropriate to heighten safety awareness after a hate or bias-related incident or series of incidents occurs.

The Ohio State University Police are responsible for preparing a Public Safety Notice when a crime is reported to or brought to the attention of The Ohio State University Police Division and that crime represents a continuing threat to the safety of students and employees. Information for alerts may also come from other law enforcement agencies or other offices. While every attempt will be made to distribute the alert as soon as possible after an incident or series of incidents is reported, the release will occur after a determination is made that the crime(s) represents a continuing threat to students and employees and is subject to the availability of accurate facts concerning the incident(s).

Information about criminal incidents is reviewed on a case-by-case basis to determine whether those incidents represent a serious or continuing threat to students and employees. Incidents will be reviewed based on the nature of the crime, the facts of the case and the information known to the Ohio State Police Division.

Criminal suspects are often unknown to the victims. However, in the instance of a violent crime occurring between two individuals who know each other, Ohio State University Police will look at each instance to determine if the suspect poses a continued threat to the campus community and issue a warning when necessary.

Public Safety Notices also seek information that may lead to arrest and conviction of the offender when violent crimes against persons or major crimes against property have been reported to the police and may contain crime prevention tips and safety information.

The Ohio State University Police Division makes every effort to properly classify a criminal incident when issuing a Public Safety Notice. However, upon further analysis and investigation, it may be determined that incidents for which Public Safety Notices are issued do not fall within the definitions of reportable crimes included in this report, and therefore, some incidents for which Public Safety Notices are issued may not be included in the crime statistics provided by this report.

## TIMELY WARNING PROCEDURE

The Ohio State University Police Division will prepare a Public Safety Notice when a report is received of a violent crime against a person or a particularly threatening crime against property that represents a continuing threat to the safety of students, faculty and staff. Notices may be issued for such crimes that occur within the Clery reporting geography - on campus property, non-campus property, or on public property immediately adjacent to and accessible from campus. Public Safety Notices are sequentially numbered, beginning January 1 of each year, and provide details of the crime, a description of the suspect if known, information on whom to contact about the investigation, and often, crime prevention tips. Public Safety Notices do not include the names of crime victims.

Information that may be included in Public Safety Notices:

- A succinct statement of the incident.
- Possible connection to previous incidents, if applicable.
- Physical description of the suspect, if available.

- Photo or composite drawing of the suspect, if available.
- Date and time the bulletin was released.
- Other relevant and important information about the crime(s).
- Actions taken by Public Safety officials in response to the crime(s).
- Information on crime prevention, personal safety or other community safety resources.

The Ohio State University Police Division may not include some known information in a Public Safety Notice if providing that information could risk compromising law enforcement efforts. Additionally, Public Safety Notices may be updated if new or more accurate information becomes available to the Ohio State Police Division.

Public Safety Notices are distributed by emails sent to all cotc.edu email addresses, which are accessible and available to all students, faculty, and staff. These emails are drafted by The Ohio State University's Police Division and are distributed by the Newark Campus Department of Public Safety in collaboration with The Ohio State University Department of Public Safety. In some circumstances, the Newark Public Safety may distribute fliers to appropriate departments to be posted in affected areas of campus. While several local media outlets receive Public Safety Notices through the subscription service discussed below, the Ohio State Police Division may also contact the media directly to distribute information about criminal incidents in some situations.

Public Safety Notices may also be viewed at **dps.osu.edu/police/psn**. In addition to the emails sent to all students, faculty and staff, the Ohio State Police Division offers a free service that sends an email update to any email address when a Public Safety Notice is issued. Please visit **dps.osu.edu/police/psn** to subscribe to this service.

Please note that Public Safety Notices are a separate and distinct process from the emergency notification text messaging alerts provided by the Buckeye Alert System.

## SAFETY TIPS AND CRIME PREVENTION INFORMATION

If you see something suspicious… say something! **To report emergencies at COTC Newark dial 9-1-1 and call Newark Campus Public Safety at 740.366.9237**; Non-emergencies on-campus dial **740.366.9237. Off campus emergencies, call 9-1-1. COTC Extended Campus dial 9-1-1.** Non-emergency responses for each COTC extended campus are as follows: Coshocton campus: Coshocton County Sheriff 740.622.2411, Knox campus: Mt. Vernon Police 740.393.9559, Pataskala campus: Pataskala Police 740.927. 5701.

- Always plan the safest route to your destination.
- LOCK YOUR DOORS AND WINDOWS! Many burglaries and thefts take place because of unlocked residence hall or apartment doors.
- Let others know where you are going and when you will return.
- Walk with a companion whenever possible.
- Use public walkways and stay in well-lit and traveled areas.
- When walking, take note of potential hiding spots and use caution as you approach them.
- Avoid carrying valuables and large amounts of cash.
- Minimize distractions when walking and remain aware of your surroundings.
- If you feel uncomfortable in a situation, leave as soon as possible.
- Call for an escort on the COTC Newark campus anytime, call 740.366.9237.
- Always lock your vehicle doors, even while you are driving.
- Park in well-lit areas and remove valuables from sight.
- Include the Newark campus Public Safety contact number in your cell phone favorites 740.366.9237.

# REPORTS

## COTC CAMPUS PUBLIC SAFETY REPORT

Each year, an email notification is sent to all students, and employees that provides the website address to access this report. Copies of this annual report may be requested from the Department of Public Safety (location below) or printed In PDF format from the Department of Public Safety website:

https://newark.osu.edu/campus-offices/public-safety/

https://www.cotc.edu/public-safety

The Daily Crime Log, the Annual Fire Report and the Fire Log are all available upon request in the Department of Public Safety Office:

Newark Campus Public Safety

John L. and Christine Warner Library and Student Center,

Room 105, 1179 University Drive,

Newark, OH 43055

740.366.9237

# CRIME STATISTICS CHART NEWARK [B, D, E]

| Crimes Reported | Year | Campus (not including residence facility) Crime Reported | Campus (residence facilities only) | CAMPUS TOTAL | Non-Campus [A, F] | Public Property [A] |
|---|---|---|---|---|---|---|
| Aggravated Assault | **2024** | **0** | **0** | **0** | **0** | **0** |
| | 2023 | **1** | **0** | **1** | **0** | **0** |
| | 2022 | 0 | 0 | 0 | 0 | 0 |
| Arson | **2024** | **0** | **0** | **0** | **0** | **0** |
| | 2023 | **0** | **0** | **0** | **0** | 0 |
| | 2022 | 0 | 0 | 0 | 0 | 0 |
| Burglary | **2024** | **0** | **1** | **1** | **0** | **0** |
| | 2023 | **0** | **0** | **0** | **0** | **0** |
| | 2022 | **0** | **0** | **0** | **0** | **0** |
| Manslaughter by Negligence | **2024** | **0** | **0** | **0** | **0** | **0** |
| | 2023 | 0 | 0 | 0 | 0 | 0 |
| | 2022 | 0 | 0 | 0 | 0 | 0 |
| Murder and Non-Negligent Manslaughter | **2024** | **0** | **0** | **0** | **0** | **0** |
| | 2023 | 0 | 0 | 0 | 0 | 0 |
| | 2022 | 0 | 0 | 0 | 0 | 0 |
| Motor Vehicle Theft | **2024** | **0** | **0** | **0** | **0** | **0** |
| | 2023 | **0** | **0** | **0** | **0** | **0** |
| | 2022 | **0** | **0** | **0** | **0** | **0** |
| Robbery | **2024** | **0** | **0** | **0** | **0** | **0** |
| | 2023 | **0** | **0** | **0** | **0** | **0** |
| | 2022 | **0** | **0** | **0** | **0** | **0** |
| Rape | **2024** | **0** | **0** | **0** | **0** | **0** |
| | 2023 | **0** | **0** | **0** | **0** | **0** |
| | 2022 | **0** | **0** | **0** | **0** | **0** |

| | | | | | | |
|---|---|---|---|---|---|---|
| **Fondling** | **2024** | **0** | **0** | **0** | **0** | **0** |
| | 2023 | **1** | **1** | **2** | **0** | **0** |
| | 2022 | 0 | 0 | 0 | 0 | 0 |
| **Incest** | **2024** | **0** | **0** | **0** | **0** | **0** |
| | 2023 | 0 | 0 | 0 | 0 | 0 |
| | 2022 | 0 | 0 | 0 | 0 | 0 |
| **Statutory Rape** | **2024** | **0** | **0** | **0** | **0** | **0** |
| | 2023 | **0** | **0** | **0** | **0** | **0** |
| | 2022 | **0** | **0** | **0** | **0** | **0** |
| **Domestic Violence** | **2024** | **0** | **0** | **0** | **0** | **0** |
| | 2023 | **0** | **0** | **0** | **0** | **0** |
| | 2022 | **0** | **0** | **0** | **0** | **0** |
| **Dating Violence** | **2024** | **0** | **0** | **0** | **0** | **0** |
| | 2023 | 0 | 0 | 0 | 0 | 0 |
| | 2022 | 0 | 5 | 5 | 0 | 3 |
| **Stalking** | **2024** | **1** | **1** | **2** | **0** | **0** |
| | 2023 | **1** | **0** | **1** | **0** | **0** |
| | 2022 | **0** | **0** | **0** | **0** | **0** |

**Hate Crimes [C]:**

2024: There were 0 reportable hate crimes

2023: There were 0 reportable hate crimes

2022: There were 0 reportable hate crimes

# ARRESTS AND DISCIPLINARY NEWARK[B, D, E, G]

| Crimes Reported | Year | Campus (not including residence facility) Crime Reported | Campus (residence facilities only) | CAMPUS TOTAL | Non-Campus [A, F] | Public Property [A] |
|---|---|---|---|---|---|---|
| **ARRESTS** | | | | | | |
| **Alcohol Law Violations** | **2024** | **0** | **0** | **0** | **0** | **0** |
| | 2023 | **0** | **0** | **0** | **0** | **0** |
| | 2022 | **0** | **0** | **0** | **0** | **0** |
| **Drug Law Violations** | **2024** | **0** | **0** | **0** | **0** | **0** |
| | 2023 | **0** | **0** | **0** | **0** | **0** |
| | 2022 | **0** | **0** | **0** | **0** | **0** |
| **Weapon Law Violation** | **2024** | **0** | **0** | **0** | **0** | **0** |
| | 2023 | **0** | **0** | **0** | **0** | **0** |
| | 2022 | **0** | **0** | **0** | **0** | **0** |
| **DISCIPLINARY REFERRALS** | | | | | | |
| **Alcohol Law Violations** | **2024** | **0** | **17** | **17** | **0** | **0** |
| | 2023 | **0** | **35** | **35** | **0** | **0** |
| | 2022 | 0 | 62 | 62 | 0 | 0 |
| **Drug Law Violations** | **2024** | **0** | **10** | **10** | **0** | **0** |
| | 2023 | **0** | **15** | **15** | **0** | **0** |
| | 2022 | **0** | **16** | **16** | **0** | **0** |
| **Weapon Law Violation** | **2024** | **0** | **1** | **1** | **0** | **0** |
| | 2023 | **0** | **0** | **0** | **0** | **0** |
| | 2022 | **0** | **0** | **0** | **0** | **0** |

# CRIME STATISTICS CHART COSHOCTON [B, D, E]

| Crimes Reported | Year | Campus (not including residence facility) Crime Reported | Campus (residence facilities only) | CAMPUS TOTAL | Non-Campus [A, F] | Public Property [A] |
|---|---|---|---|---|---|---|
| Aggravated Assault | **2024** | **0** | **0** | **0** | **0** | **0** |
| | 2023 | **0** | **0** | **0** | **0** | **0** |
| | 2022 | 0 | 0 | 0 | 0 | 0 |
| Arson | **2024** | **0** | **0** | **0** | **0** | **0** |
| | 2023 | **0** | **0** | **0** | **0** | 0 |
| | 2022 | 0 | 0 | 0 | 0 | 0 |
| Burglary | **2024** | **0** | **0** | **0** | **0** | **0** |
| | 2023 | **0** | **0** | **0** | **0** | **0** |
| | 2022 | **0** | **0** | **0** | **0** | **0** |
| Manslaughter by Negligence | **2024** | **0** | **0** | **0** | **0** | **0** |
| | 2023 | 0 | 0 | 0 | 0 | 0 |
| | 2022 | 0 | 0 | 0 | 0 | 0 |
| Murder and Non-Negligent Manslaughter | **2024** | **0** | **0** | **0** | **0** | **0** |
| | 2023 | 0 | 0 | 0 | 0 | 0 |
| | 2022 | 0 | 0 | 0 | 0 | 0 |
| Motor Vehicle Theft | **2024** | **0** | **0** | **0** | **0** | **0** |
| | 2023 | **0** | **0** | **0** | **0** | **0** |
| | 2022 | **0** | **0** | **0** | **0** | **0** |
| Robbery | **2024** | **0** | **0** | **0** | **0** | **0** |
| | 2023 | **0** | **0** | **0** | **0** | **0** |
| | 2022 | **0** | **0** | **0** | **0** | **0** |
| Rape | **2024** | **0** | **0** | **0** | **0** | **0** |
| | 2023 | **0** | **0** | **0** | **0** | **0** |
| | 2022 | **0** | **0** | **0** | **0** | **0** |
| | **2024** | **0** | **0** | **0** | **0** | **0** |

| | | | | | | |
|---|---|---|---|---|---|---|
| **Fondling** | 2023 | **0** | **0** | **0** | **0** | **0** |
| | 2022 | 0 | 0 | 0 | 0 | 0 |
| **Incest** | **2024** | **0** | **0** | **0** | **0** | **0** |
| | 2023 | 0 | 0 | 0 | 0 | 0 |
| | 2022 | 0 | 0 | 0 | 0 | 0 |
| **Statutory Rape** | **2024** | **0** | **0** | **0** | **0** | **0** |
| | 2023 | **0** | **0** | **0** | **0** | **0** |
| | 2022 | **0** | **0** | **0** | **0** | **0** |
| **Domestic Violence** | **2024** | **0** | **0** | **0** | **0** | **0** |
| | 2023 | **0** | **0** | **0** | **0** | **0** |
| | 2022 | **0** | **0** | **0** | **0** | **0** |
| **Dating Violence** | **2024** | **0** | **0** | **0** | **0** | **0** |
| | 2023 | 0 | 0 | 0 | 0 | 0 |
| | 2022 | 0 | 0 | 0 | 0 | 3 |
| **Stalking** | **2024** | **0** | **0** | **0** | **0** | **0** |
| | 2023 | **0** | **0** | **0** | **0** | **0** |
| | 2022 | **0** | **0** | **0** | **0** | **0** |

**Hate Crimes [C]:**

2024: There were 0 reportable hate crimes

2023: There were 0 reportable hate crimes

2022: There were 0 reportable hate crimes

# ARRESTS AND DISCIPLINARY COSHOCTON

| Crimes Reported | Year | Campus (not including residence facility) Crime Reported | Campus (residence facilities only) | CAMPUS TOTAL | Non-Campus [A, F] | Public Property [A] |
|---|---|---|---|---|---|---|
| **ARRESTS** | | | | | | |
| Alcohol Law Violations | **2024** | 0 | 0 | 0 | 0 | 0 |
| | 2023 | 0 | 0 | 0 | 0 | 0 |
| | 2022 | 0 | 0 | 0 | 0 | 0 |
| Drug Law Violations | **2024** | 0 | 0 | 0 | 0 | 0 |
| | 2023 | 0 | 0 | 0 | 0 | 0 |
| | 2022 | 0 | 0 | 0 | 0 | 0 |
| Weapon Law Violation | **2024** | 0 | 0 | 0 | 0 | 0 |
| | 2023 | 0 | 0 | 0 | 0 | 0 |
| | 2022 | 0 | 0 | 0 | 0 | 0 |
| **DISCIPLINARY REFERRALS** | | | | | | |
| Alcohol Law Violations | **2024** | 0 | 0 | 0 | 0 | 0 |
| | 2023 | 0 | 0 | 0 | 0 | 0 |
| | 2022 | 0 | 0 | 0 | 0 | 0 |
| Drug Law Violations | **2024** | 0 | 0 | 0 | 0 | 0 |
| | 2023 | 0 | 0 | 0 | 0 | 0 |
| | 2022 | 0 | 0 | 0 | 0 | 0 |
| Weapon Law Violation | **2024** | 0 | 0 | 0 | 0 | 0 |
| | 2023 | 0 | 0 | 0 | 0 | 0 |
| | 2022 | 0 | 0 | 0 | 0 | 0 |

# CRIME STATISTICS CHART KNOX

| Crimes Reported | Year | Campus (not including residence facility) Crime Reported | Campus (residence facilities only) | CAMPUS TOTAL | Non-Campus [A, F] | Public Property [A] |
|---|---|---|---|---|---|---|
| | **2024** | **0** | **0** | **0** | **0** | **0** |
| **Aggravated Assault** | 2023 | **0** | **0** | **0** | **0** | **0** |
| | 2022 | 0 | 0 | 0 | 0 | 0 |
| | **2024** | **0** | **0** | **0** | **0** | **0** |
| **Arson** | 2023 | **0** | **0** | **0** | **0** | 0 |
| | 2022 | 0 | 0 | 0 | 0 | 0 |
| | **2024** | **0** | **0** | **0** | **0** | **0** |
| **Burglary** | 2023 | **0** | **0** | **0** | **0** | **0** |
| | 2022 | **0** | **0** | **0** | **0** | **0** |
| | **2024** | **0** | **0** | **0** | **0** | **0** |
| **Manslaughter by Negligence** | 2023 | 0 | 0 | 0 | 0 | 0 |
| | 2022 | 0 | 0 | 0 | 0 | 0 |
| | **2024** | **0** | **0** | **0** | **0** | **0** |
| **Murder and Non-Negligent Manslaughter** | 2023 | 0 | 0 | 0 | 0 | 0 |
| | 2022 | 0 | 0 | 0 | 0 | 0 |
| | **2024** | **0** | **0** | **0** | **0** | **0** |
| **Motor Vehicle Theft** | 2023 | **0** | **0** | **0** | **0** | **0** |
| | 2022 | **0** | **0** | **0** | **0** | **0** |
| | **2024** | **0** | **0** | **0** | **0** | **0** |
| **Robbery** | 2023 | **0** | **0** | **0** | **0** | **0** |
| | 2022 | **0** | **0** | **0** | **0** | **0** |
| | **2024** | **0** | **0** | **0** | **0** | **0** |
| **Rape** | 2023 | **0** | **0** | **0** | **0** | **0** |
| | 2022 | **0** | **0** | **0** | **0** | **0** |
| | **2024** | **0** | **0** | **0** | **0** | **0** |

| | | | | | | |
|---|---|---|---|---|---|---|
| **Fondling** | 2023 | **0** | **0** | **0** | **0** | **0** |
| | 2022 | 0 | 0 | 0 | 0 | 0 |
| **Incest** | **2024** | **0** | **0** | **0** | **0** | **0** |
| | 2023 | 0 | 0 | 0 | 0 | 0 |
| | 2022 | 0 | 0 | 0 | 0 | 0 |
| **Statutory Rape** | **2024** | **0** | **0** | **0** | **0** | **0** |
| | 2023 | **0** | **0** | **0** | **0** | **0** |
| | 2022 | **0** | **0** | **0** | **0** | **0** |
| **Domestic Violence** | **2024** | **0** | **0** | **0** | **0** | **0** |
| | 2023 | **0** | **0** | **0** | **0** | **0** |
| | 2022 | **0** | **0** | **0** | **0** | **0** |
| **Dating Violence** | **2024** | **0** | **0** | **0** | **0** | **0** |
| | 2023 | 0 | 0 | 0 | 0 | 0 |
| | 2022 | 0 | 0 | 0 | 0 | 3 |
| **Stalking** | **2024** | **0** | **0** | **0** | **0** | **0** |
| | 2023 | **0** | **0** | **0** | **0** | **0** |
| | 2022 | **0** | **0** | **0** | **0** | **0** |

**Hate Crimes [C]:**

2024: There were 0 reportable hate crimes

2023: There were 0 reportable hate crimes

2022: There were 0 reportable hate crimes

# ARRESTS AND DISCIPLINARY KNOX

| Crimes Reported | Year | Campus (not including residence facility) Crime Reported | Campus (residence facilities only) | CAMPUS TOTAL | Non-Campus [A, F] | Public Property [A] |
|---|---|---|---|---|---|---|
| **ARRESTS** | | | | | | |
| **Alcohol Law Violations** | **2024** | **0** | **0** | **0** | **0** | **0** |
| | 2023 | **0** | **0** | **0** | **0** | **0** |
| | 2022 | **0** | **0** | **0** | **0** | **0** |
| **Drug Law Violations** | **2024** | **0** | **0** | **0** | **0** | **0** |
| | 2023 | **0** | **0** | **0** | **0** | **0** |
| | 2022 | **0** | **0** | **0** | **0** | **0** |
| **Weapon Law Violation** | **2024** | **0** | **0** | **0** | **0** | **0** |
| | 2023 | **0** | **0** | **0** | **0** | **0** |
| | 2022 | **0** | **0** | **0** | **0** | **0** |
| **DISCIPLINARY REFERRALS** | | | | | | |
| **Alcohol Law Violations** | **2024** | **0** | **0** | **0** | **0** | **0** |
| | 2023 | **0** | **0** | **0** | **0** | **0** |
| | 2022 | **0** | **0** | **0** | **0** | **0** |
| **Drug Law Violations** | **2024** | **0** | **0** | **0** | **0** | **0** |
| | 2023 | **0** | **0** | **0** | **0** | **0** |
| | 2022 | **0** | **0** | **0** | **0** | **0** |
| **Weapon Law Violation** | **2024** | **0** | **0** | **0** | **0** | **0** |
| | 2023 | **0** | **0** | **0** | **0** | **0** |
| | 2022 | **0** | **0** | **0** | **0** | **0** |

# CRIME STATISTICS CHART PATASKALA

| Crimes Reported | Year | Campus (not including residence facility) Crime Reported | Campus (residence facilities only) | CAMPUS TOTAL | Non-Campus [A, F] | Public Property [A] |
|---|---|---|---|---|---|---|
| Aggravated Assault | **2024** | **0** | **0** | **0** | **0** | **0** |
| | 2023 | **0** | **0** | **0** | **0** | **0** |
| | 2022 | 0 | 0 | 0 | 0 | 0 |
| Arson | **2024** | **0** | **0** | **0** | **0** | **0** |
| | 2023 | **0** | **0** | **0** | **0** | 0 |
| | 2022 | 0 | 0 | 0 | 0 | 0 |
| Burglary | **2024** | **0** | **0** | **0** | **0** | **0** |
| | 2023 | **0** | **0** | **0** | **0** | **0** |
| | 2022 | **0** | **0** | **0** | **0** | **0** |
| Manslaughter by Negligence | **2024** | **0** | **0** | **0** | **0** | **0** |
| | 2023 | 0 | 0 | 0 | 0 | 0 |
| | 2022 | 0 | 0 | 0 | 0 | 0 |
| Murder and Non-Negligent Manslaughter | **2024** | **0** | **0** | **0** | **0** | **0** |
| | 2023 | 0 | 0 | 0 | 0 | 0 |
| | 2022 | 0 | 0 | 0 | 0 | 0 |
| Motor Vehicle Theft | **2024** | **0** | **0** | **0** | **0** | **0** |
| | 2023 | **0** | **0** | **0** | **0** | **0** |
| | 2022 | **0** | **0** | **0** | **0** | **0** |
| Robbery | **2024** | **0** | **0** | **0** | **0** | **0** |
| | 2023 | **0** | **0** | **0** | **0** | **0** |
| | 2022 | **0** | **0** | **0** | **0** | **0** |
| Rape | **2024** | **0** | **0** | **0** | **0** | **0** |
| | 2023 | **0** | **0** | **0** | **0** | **0** |
| | 2022 | **0** | **0** | **0** | **0** | **0** |
| | **2024** | **0** | **0** | **0** | **0** | **0** |

| | | | | | | |
|---|---|---|---|---|---|---|
| **Fondling** | 2023 | **0** | **0** | **0** | **0** | **0** |
| | 2022 | 0 | 0 | 0 | 0 | 0 |
| **Incest** | **2024** | **0** | **0** | **0** | **0** | **0** |
| | 2023 | 0 | 0 | 0 | 0 | 0 |
| | 2022 | 0 | 0 | 0 | 0 | 0 |
| **Statutory Rape** | **2024** | **0** | **0** | **0** | **0** | **0** |
| | 2023 | **0** | **0** | **0** | **0** | **0** |
| | 2022 | **0** | **0** | **0** | **0** | **0** |
| **Domestic Violence** | **2024** | **0** | **0** | **0** | **0** | **0** |
| | 2023 | **0** | **0** | **0** | **0** | **0** |
| | 2022 | **0** | **0** | **0** | **0** | **0** |
| **Dating Violence** | **2024** | **0** | **0** | **0** | **0** | **0** |
| | 2023 | 0 | 0 | 0 | 0 | 0 |
| | 2022 | 0 | 0 | 0 | 0 | 3 |
| **Stalking** | **2024** | **0** | **0** | **0** | **0** | **0** |
| | 2023 | **0** | **0** | **0** | **0** | **0** |
| | 2022 | **0** | **0** | **0** | **0** | **0** |

**Hate Crimes [C]:**

2024: There were 0 reportable hate crimes

2023: There were 0 reportable hate crimes

2022: There were 0 reportable hate crimes

# ARRESTS AND DISCIPLINARY PATASKALA

| Crimes Reported | Year | Campus (not including residence facility) Crime Reported | Campus (residence facilities only) | CAMPUS TOTAL | Non-Campus [A, F] | Public Property [A] |
|---|---|---|---|---|---|---|
| **ARRESTS** | | | | | | |
| Alcohol Law Violations | **2024** | 0 | 0 | 0 | 0 | 0 |
| | 2023 | 0 | 0 | 0 | 0 | 0 |
| | 2022 | 0 | 0 | 0 | 0 | 0 |
| Drug Law Violations | **2024** | 0 | 0 | 0 | 0 | 0 |
| | 2023 | 0 | 0 | 0 | 0 | 0 |
| | 2022 | 0 | 0 | 0 | 0 | 0 |
| Weapon Law Violation | **2024** | 0 | 0 | 0 | 0 | 0 |
| | 2023 | 0 | 0 | 0 | 0 | 0 |
| | 2022 | 0 | 0 | 0 | 0 | 0 |
| **DISCIPLINARY REFERRALS** | | | | | | |
| Alcohol Law Violations | **2024** | 0 | 0 | 0 | 0 | 0 |
| | 2023 | 0 | 0 | 0 | 0 | 0 |
| | 2022 | 0 | 0 | 0 | 0 | 0 |
| Drug Law Violations | **2024** | 0 | 0 | 0 | 0 | 0 |
| | 2023 | 0 | 0 | 0 | 0 | 0 |
| | 2022 | 0 | 0 | 0 | 0 | 0 |
| Weapon Law Violation | **2024** | 0 | 0 | 0 | 0 | 0 |
| | 2023 | 0 | 0 | 0 | 0 | 0 |
| | 2022 | 0 | 0 | 0 | 0 | 0 |

# DEPARTMENT OF EDUCATION CLERY

## CAMPUS

1. Any building or property owned or controlled by an institution within the same reasonably contiguous geographic area and used by the institution in direct support of or in a manner related to the institution's educational purposes, including residence halls; and
2. Any building or property that is within or reasonably contiguous to the area identified in paragraph (1) that is owned by the institution but controlled by another person, is frequently used by students and supports institutional purposes (such as a food or other retail vendor).

## NON-CAMPUS

1. Any building or property owned or controlled by a student organization that is officially recognized by the institution; or
2. Any building or property owned or controlled by an institution that is used in direct support of, or in relation to, the institution's educational purposes, is frequently used by students, and is not within the same reasonably contiguous geographic area of the institution.

## PUBLIC PROPERTY

All public property, including thoroughfares, streets, sidewalks and parking facilities, that is within the campus, or immediately adjacent to and accessible from the campus. Public property, for purposes of data collection and this report, does not include businesses or private residences adjacent to the campus.

## FOOTNOTES

A. "Public Property" and "Non-Campus" statistics include police reports taken from suburban municipalities, county law enforcement, statistics reported for COTC in the Non-Campus category including College Credit Plus schools. Every effort has been made to comply with the definitions contained in the Handbook for Campus Crime Reporting, however Public Property statistics provided by outside agencies are not independently verified by the college and may include reports of crimes that occurred in private residences or businesses or in other "non-campus" locations.

B. Municipal and county law enforcement agencies provide statistics according to F.B.I. Uniform Crime Reporting (U.C.R.) requirements. Sex Offenses have been re-categorized pursuant to the Uniform Crime Reporting National Incident Based Reporting System (NIBRS), as required by the Campus Security Act.

C. Hate crimes are crimes that manifest evidence that the victim was intentionally selected because of the victim's actual or perceived race (RA), religion (RE), sexual orientation (SO), gender (GE), gender identity (GI), ethnicity (ET), national origin (NO), or disability (DB). Reportable hate crimes include the offenses of Aggravated Assault, Arson, Burglary, Manslaughter- Negligent, Murder and Non-Negligent Manslaughter, Motor Vehicle Theft, Robbery, Forcible Sex Offenses, Non-Forcible Sex Offenses, other hate crimes involving bodily injury, Larceny-Theft, Intimidation, Destruction/Damage/Vandalism of Property, and Simple Assault.

D. These statistics reflect the most current data provided to the college. To the extent any of the crime statistics differ from previous reports, the figures in this year's report reflect the most current data provided to the college.

E. Statistics may include reports that have been made to campus security authorities other than The Ohio State University Police or municipal or county law enforcement agencies, including, but not limited to: Student Life and University Housing. Although these reports are not always reported to, or independently investigated and verified by Ohio State Police, municipal, or county law enforcement agencies as having occurred, lack of verification does not necessarily reflect on the report's veracity.

F. "Non-Campus" statistics may include statistics from foreign law enforcement agencies for properties used during study abroad trips or other foreign activities involving students. Statistics reported by foreign law enforcement agencies are not independently verified by the college.

G. Reported crimes may involve individuals not associated with the Central Ohio Technical College.

# COTC Campuses Fire Statistics

| NEWARK Building Name | Year | Number of Fires | Date, Time, Cause | Number of Fire-related Injuries | Number of Fire-related Deaths | Value of Property Damaged |
|---|---|---|---|---|---|---|
| McConnell Hall 929 Sharon Valley Rd | 2024 | 0 | n/a | 0 | 0 | 0 |
| | 2023 | 0 | n/a | 0 | 0 | 0 |
| | 2022 | 0 | n/a | 0 | 0 | 0 |
| Newark Residence 1 929 Sharon Valley Rd | 2024 | 0 | n/a | 0 | 0 | 0 |
| | 2023 | 0 | n/a | 0 | 0 | 0 |
| | 2022 | 1 | 03/05/2022-4:05 p.m.-intentional-resident burned items in a trash can | 0 | 0 | $50 |
| Newark Residence 2 929 Sharon Valley Rd | 2024 | 0 | n/a | 0 | 0 | 0 |
| | 2023 | 0 | n/a | 0 | 0 | 0 |
| | 2022 | 0 | n/a | 0 | 0 | 0 |

| NEWARK Building Name | Monitored Alarm System | Sprinklered | Standpiped | Smoke Detection | Fire Extinguishers | # of Fire Drills |
|---|---|---|---|---|---|---|
| McConnell Hall | YES | FULL | YES | YES | YES | 4 |
| Newark Residence 1 | YES | PARTIAL | NO | YES | YES | 4 |
| Newark Residence 2 | YES | PARTIAL | NO | YES | YES | 4 |