



Lesley University  
Annual Campus Security Report 2024 and  
Fire Safety Report 2024

October 2024

The federal *Jeanne Clery Disclosure of Campus Security Policy and Camps Crime Statistics Act*, 20 U.S.C. § 1092(f), 34 C.F.R. 668.46 (more commonly referred to as “the Clery Act”) requires all postsecondary educational institutions participating in federal Title IV student financial assistance programs to disclose certain crime statistics, safety related policies and procedures, fire safety information, and fire statistics in an annual security report. The Clery Act mandates that institutions publish their security reports by October 1 each year.

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## Introduction

Lesley University is committed to the goal of providing a safe campus environment for its students, faculty, staff and visitors. Lesley University's Public Safety Department provides security services to all three campuses (Doble Campus, Porter Campus and South Campus (previously referred to as the Brattle Campus)). While the Public Safety Department (and its members) play a major leadership role in ensuring the campuses remain as safe as possible, the primary responsibility for crime prevention and personal safety rests with each individual. Therefore, each of us must take personal responsibility for our own safety, as well as the safety of those around us.

Working together, we will endeavor to make Lesley University among the safest urban universities in the country. Please review the information in this report to become familiar with the programs and services provided by the University so you may become involved as a responsible member of the community.

## Reporting an Emergency or Crime

The University encourages all students, faculty, staff, and visitors to promptly, and accurately, report all crimes and public safety-related incidents to the Lesley University Public Safety Department. By working together, the University community and the Public Safety Department can reduce crime on campus. Any suspicious activity or person(s) seen in parking lots loitering around vehicles, around or inside buildings or residence halls, should be reported to Public Safety immediately. A Public Safety officer will work with individuals reporting a crime to obtain information and evidence, identify potential witnesses, and conduct a thorough investigation in an effort to identify the responsible party. Crime suspects are investigated and disciplined according to University policy. When appropriate, crimes and crime suspects are reported to the Cambridge Police Department. The Public Safety Department is available to help persons report crimes to the Cambridge Police Department.

Members of the University community may report criminal activities or other emergencies in several different ways. While we encourage all campus community members to promptly report all crimes and other emergencies directly to the Public Safety Department, we recognize that some may prefer to report to other individuals or University offices. Other on-campus support services whom students and employees should report criminal offenses to are:

## Campus Security Authorities

Federal law requires the University to disclose statistics concerning the occurrence of certain crimes enumerated in the Clery Act that occur within the University's Clery geography (as determined under the Clery Act) and that are reported to University Campus Security Authorities (CSAs). Institutions are responsible for designating their CSAs in accordance with applicable regulations. The University has designated as CSAs members of the Lesley University Public Safety Department, individuals who have responsibility for campus security but who are not members of the Public Safety Department, individuals identified by the University as someone to whom a crime should be reported, and University officials who have significant responsibility for student and campus activities.

Individuals serving the University as CSAs vary from unit to unit based on their job functions, but include, by way of example (but not limitation):

- Dr. Nathaniel Mays  
Dean of Student Life and Academic Development  
29 Everett Street  
Cambridge MA 02138  
617.349.8539  
Email: [nmays@lesley.edu](mailto:nmays@lesley.edu)
- Ms. Mary-Jane McLaughlin  
Chief Human Resources Officer  
29 Everett Street  
Cambridge MA 02138  
617.349.8785  
Email: [mary-jane.mclaughlin@lesley.edu](mailto:mary-jane.mclaughlin@lesley.edu)
- Daniel Campagna  
Director of Athletics  
29 Everett Street  
Cambridge, MA 02138  
617.349.8609  
Email: [daniel.campagna@lesley.edu](mailto:daniel.campagna@lesley.edu)
- Athletics teams coaches
- Nancy Galvin  
Associate Dean and Director of Residence Life  
29 Everett Street  
Cambridge, MA 02138  
617.349.8535  
Email: [ngalvin@lesley.edu](mailto:ngalvin@lesley.edu)
- Area Coordinators and Community Advisors in residence halls
- Felecia Bumpus  
Assistant Dean of Student Life and Director of Student Activities  
29 Everett Street  
Cambridge, MA 02138  
617.349.8604  
Email: [fbumpus@lesley.edu](mailto:fbumpus@lesley.edu)
- Lesley University Student Group Advisors

### **Confidentiality of Reported Information**

CSAs and others throughout the University receive annual training on the handling of reports of crime and are required to report crimes disclosed to them to the Public Safety Department.

All CSAs should encourage any person who reports a crime or other incident involving campus security to notify the Public Safety Department immediately. A CSA is not required to disclose to the Public Safety Department confidential information concerning an incident, such as information that would identify a victim of a crime who wishes for their identity to remain confidential. However, CSAs are required to inform the Public Safety



Department of the existence of all known incidents, including confidential incidents, so that such incidents can be evaluated for inclusion in the University's Annual Security Report and daily crime log, and for a determination whether the report indicates a threat that requires a timely warning plus other responses by the university to the University community.

If a reporting party does not consent to the disclosure of their identity to the Public Safety Department, CSAs are expected to inform the Public Safety Department of the reporting party's wish for confidentiality and to report the incident to the Public Safety Department for statistical purposes only. CSAs must report an incident to the Public Safety Department without disclosing identifying information concerning the reporting party unless the reporting party consents to disclosure of the reporting party's identity. Lesley University will maintain confidentiality under this framework to the extent permissible under law.

Professional counselors acting in that role are not Campus Security Authorities. The Clery Act specifically exempts them from the responsibility to report to the Public Safety Department criminal behavior communicated to them. The University does not require professional counselors and staff in the Student Counseling Center and the Student Health Center to report crimes to the Public Safety Department.

The University urges all community members to report any criminal incident to the Public Safety Department or law enforcement for the geographical jurisdiction in which an incident occurs. In the event an individual chooses not to report a crime, the University urges the person to at least disclose the occurrence of the incident to a Campus Security Authority so it may be counted, as appropriate, in the University's annual Clery Report.

The University will treat information regarding sexual misconduct with sensitivity. Faculty and staff members, with the exception of employees in the Counseling Center and Student Health Services and Confidential Resource Providers, are obligated to report any knowledge of potential sexual misconduct, including sexual assault, to the Title IX Coordinator so that appropriate steps can be taken to assist the reporting individual and the University community. **Appendix B – Lesley University Sexual Misconduct Confidential and Private Reporting Resources** contains a list of both private and confidential resources on campus. Individuals listed as "private" resources will keep information as private as possible but are required to share information with the Title IX Coordinator.

In certain instances, a crime victim may be reluctant to file an official police report fearing the criminal process and/or loss of their confidentiality. In such circumstances, Lesley University still encourages crime victims to make a confidential report to the Public Safety Department. With a crime victim's permission, the Lesley University Public Safety Department can file a police report on the details of the incident without revealing a victim's identity. The purpose of a confidential report is to comply with a crime victim's desire to keep the matter confidential, while taking steps to ensure their safety and the safety of others. At a minimum, crime victims will receive important counseling and referral information as well as helpful written information on certain rights, options and resources (on and off campus). Confidential reports are important because they provide valuable information to help keep a more accurate record as to the actual crime occurring on Lesley University campuses and help determine where there may be a pattern of crime with regard to a particular location, method, or perpetrator. Confidential reports of Clery Act crimes also assist with the potential issuance of Lesley Alerts to the campus communities to warn of serious or ongoing threats when deemed necessary by the Public Safety Department. Additionally, crime reports filed in this manner are classified and disclosed in the annual crime statistics information, without revealing any individual-identifying information of the victim.

**Daily Crime Log**

The Clery Act requires schools to publish a daily crime log, listing all crimes reported to campus police or security unit that are alleged to have occurred within the police/security unit’s patrol and response area. The daily crime log is available at the South Campus Public Safety desk in Burnham Hall, the Porter Public Safety desk in University Hall (1815 Mass Ave), and the Doble Public Safety office in Wolfard Hall (34 Mellen St.). The crime log contains the past 60 days of reported crimes and includes: the nature of the crime, date reported, date occurred, general location, and disposition of the complaint.

<b>Contact any of the following authorities, 24 hours a day:</b>	
Dial 911 – Police, Fire, Medical Emergency	If an emergency is life threatening, call 911 immediately.
Dial 617-349-8888 – Campus Public Safety	After calling 911, call Public Safety at 617-349-8888. Public Safety officers are trained in medical assistance and emergency response. They will also provide direction and support to the 911 emergency responders when they arrive.
In Person	Contact a Lesley Public Safety officer on any campus or at the Public Safety office on the Doble Campus (Wolfard Hall, 34 Mellen Street).

<b>Critical Resources:</b>	
<b>Police, Fire, Medical Emergency 911</b>	
Lesley Public Safety:	
From the Doble, Porter and South Campus	8888
From off-campus phones	617-349-8888
Lesley Public Safety Desk Phones:	
Doble Campus: Wolfard Hall 34 Mellen	617-349-8888
Porter Campus: University Hall, 1815 Mass Ave.	617-349-8390
South Campus: Burnham Hall, 1st floor	617-349-6028
Other Resources:	
Boston Area Rape Crisis Center (BARCC)	800-841-8371
Cambridge Health Alliance Hospital	617-498-1000
Mount Auburn Hospital	617-492-3500
Region Poison Control Center	800-222-1222
Mass General Hospital	617-726-2000
Brigham & Women’s Hospital	617-732-5500
Beth Israel Deaconess Medical Center	617-667-7000
Tufts Medical Center	617-636-5000
Somerville Hospital	617-666-4400
Mass Gov Alert	<a href="http://www.mass.gov/alert/">www.mass.gov/alert/</a>

The University will, upon written request, disclose to the alleged victim of a crime of violence (as that term is defined in section 16 of title 18, United States Code), or a non-forcible sex offense, the report on the results of any disciplinary proceeding conducted by the University against a student who is the alleged perpetrator of such crime or offense. If the alleged victim is deceased because of such crime or offense, the next of kin of such victim shall be treated as the alleged victim for purposes of this paragraph.

## Public Safety Department

Lesley University Public Safety officers are non-sworn, unarmed uniformed officers who are authorized by the University to enforce University rules and regulations. The Department has an open-door philosophy and offers a variety of services to protect and serve students, faculty and staff. These include uniformed officers available 24 hours per day, every day of the week, vehicle, and foot patrols, and after-shuttle-hours safety escorts. Safety seminars and programs on sexual assault awareness, crime prevention, self-defense, and safety precautions are presented several times per year on campus to students and employees of the school. The University's Public Safety department and the Cambridge Police Department (CPD) regularly communicate and share information concerning crime issues and, in accordance with M.G.L. c. 6 § 168E(c), have entered into a memorandum of understanding relating to the prevention of and response to incidents of sexual misconduct.

The Public Safety office is located on the Doble Campus at 34 Mellen Street in Wolfard Hall, and is open 24 hours per day, 365 days each year. The telephone number for emergency calls is x8888 (off-campus 617-349-8888). Trained Dispatchers who answer calls for service for all three campuses, dispatch officers and other emergency services to incident locations, and monitor intrusion detection and fire alarms staff the Public Safety office in Wolfard Hall on the Doble Campus. There is a Dispatcher, a Shift Supervisor and Patrol Officer on duty 24 hours per day on the Doble Campus. Patrolling Officers on 24 hours per day on the Porter Campus and the South Campus.

Public Safety is committed to preventing, deterring, and responding to crime, disorder, and the fear of crime in the Lesley University community. The University believes in the value of open communication with all members of our community, welcomes, and encourages continuous feedback. Public Safety has established these priorities to ensure fulfillment of its purpose and support the University's mission:

- Use community and problem-oriented patrolling to address safety and security concerns of community members.
- Respond to emergencies to ensure the health and safety of the community.
- Manage and monitor the campus-wide electronic security system and CCTV camera system.
- Provide safety escort services for all members of the community between campuses.

Lesley's Public Safety Department is charged with the responsibility of collecting the information and data necessary for the preparation of this Annual Security Report each year. That process requires multiple immediate, ongoing, and annual efforts involving outside law enforcement agencies as well as University-wide departments. Preparation of the Annual Security Report includes gathering crime statistics from reports of crimes disclosed to and reported by those identified in the law as "Campus Security Authorities" and local law enforcement agencies (to the extent that information is provided by local law enforcement), and reconciling those statistics with Public Safety's own statistics in order to avoid duplicate reporting. In addition, preparation of the Annual Security Report requires review of University policies and procedures concerning campus safety and disclosure of those policies and procedures in this report.

## Security and Access to Campus Facilities

Lesley University's three campuses are open to the surrounding neighborhoods and integrated into the Cambridge community.

### **Safety in and around Campus:**

To help protect yourself, Lesley Public Safety encourages you to take the following precautions:

- Community members should be vigilant while walking throughout campus and surrounding areas both during the day and at night and take appropriate precautions.
- If you are out after dark, travel in groups, use only well-lit routes or designated pathways, and do not allow yourself to be distracted by phone calls or by using earbuds, headphones, or other devices that reduce ability to hear what is going on around you.
- Make use of the Lesley shuttle buses. If the shuttle buses is unavailable at that time, call Public Safety at 617-349-8888 for a safety escort.
- If you suspect you are being followed, stay away from dimly lit areas, call 911 and head for a store or building that you know to be open.
- Be careful when people stop you for directions, request money, or ask you for the time. Always reply from a distance; never get too close to the car or the person.
- Look confident when you walk. Make eye contact with passersby and keep a firm grip on your property.
- Although it seems courteous to open doors for others, especially persons carrying groceries or packages, do not open doors to Lesley University buildings for strangers. Never allow anyone you do not know to enter a locked building when you are entering or exiting. Do not let people “piggyback” with you!
- Carry your keys in your hand so you can quickly get into your car or home.
- Trust your instincts. If you feel uncomfortable about someone near you, head for a populated area and call 911.
- If someone approaches you with a weapon and demanding your property, it is recommended that you avoid physical conflict and give over your property. No item is worth getting hurt.

### **Residence Halls**

All University residence halls are located on the Doble and South campuses in Cambridge, Massachusetts. The University’s security system consists of the following elements:

- Access to residence halls is restricted by policy to residents, their approved guests, and other approved members of the University community.
- All exterior entrance doors are locked 24 hours a day.
- Key/Card access on all exterior entrance doors.
- Key/Card access 24 hours a day for elevators in residence halls.
- Public Safety Officers on duty and patrolling the outside perimeter of residence halls at designated intervals during the day and night.
- Public Safety Officers enter residence halls: (1) in case of an emergency; and (2) when requested by Residence Life staff and residents.
- Residence Life Community Advisors and Area Coordinators are on call.
- Residents must always escort their guests.
- CCTV cameras on the exterior of some residence halls are monitored by the Public Safety Department.

The University places restrictions on guests, building access, and actions that may have a detrimental effect on student security in residence halls. Such restrictions include:

- Prohibition on assisting others to gain unauthorized entry.
- Prohibition on propping open doors – sends an alarm to Public Safety Command Center.
- Prohibition on duplicating or giving a room key to another person.
- Prohibition on any activity that would endanger the safety of others.

Community Advisors and Area Coordinators make periodic rounds in residence halls and work with residents to achieve a community respectful of individual and group rights and responsibilities.

### **Academic and Administrative Buildings**

Academic and administrative buildings are restricted to Lesley Community members and their approved guests. All exterior entrance doors are locked 24 hours a day and require a Key/Card access. Most academic and administrative buildings do not have a Public Safety Officer assigned to them. However, Public Safety patrols the interior and perimeter of these buildings at designated intervals during the day and night.

Campus pedestrian walkways and parking lots are lighted, patrolled by Public Safety at designated intervals during the day and night. CCTV cameras are located on the exterior and in the interior of some buildings and at some parking lots; these are monitored by Public Safety Dispatchers and Officers 24 hours a day.

### **Maintenance of Campus Facilities**

Facilities are maintained in a manner designed to minimize the potential for hazardous conditions. Public Safety officers regularly patrol the campuses and report malfunctioning lights and other unsafe physical conditions to Physical Plant for correction. All members of the University community are encouraged to report equipment problems to Public Safety or to Physical Plant.

## **Educational Programs about Safety, Crime Prevention, and Sexual Assault Prevention and Response**

Lesley University generally provides the following safety and security educational programs annually to the Lesley community.

- New Student Orientations:
  - New students meet with Public Safety staff.
  - Director of Equal Opportunity/Title IX Coordinator meets with all new students who attend orientation to provide training that centers around the following topics: Title IX; reporting concerns of discrimination, harassment, or sexual misconduct; sexual assault prevention; services from the Office of Equal Opportunity; as well as boundaries and consent.
  - Director of Equal Opportunity/Title IX Coordinator provides training to all new students, including transfer and graduate students, that centers around the following topics: Title IX; reporting concerns of discrimination, harassment, or sexual misconduct; sexual assault prevention; services from the Office of Equal Opportunity; consent and bystander intervention; University policies and prohibited conduct; and resources available to members of the Lesley community on or off campus.
- Athletics:
  - Director of Equal Opportunity/Title IX Coordinator conducts an annual training for all student-athletes that centers around the following topics: Title IX; relevant NCAA requirements; reporting concerns of discrimination, harassment, or sexual misconduct; sexual assault prevention; services from the Office of Equal Opportunity; consent and bystander intervention; University policies and prohibited conduct; and resources available to members of the Lesley community on or off campus.
  - Director of Equal Opportunity/Title IX Coordinator conducts annual training for Athletic coaches and staff at the start of the academic year, that centers around the following topics: Title IX; relevant NCAA requirements; reporting concerns of discrimination, harassment, or sexual misconduct; sexual assault prevention; reporting obligations for employees; services from the Office of Equal Opportunity; consent and bystander intervention; University policies and prohibited conduct; and resources available to member of the Lesley community on or off campus.

- The Athletics Department and Student Activities office arrange speakers and workshops to encourage responsible behavior and prevent dating violence.
- Undergraduate Residence Hall Meetings:
  - Students participate in Residence Hall meetings after they move in and throughout the year where Residence Life staff include discussions and share information on campus security for resident students
  - Training for Residence Life Student Community Advisors also includes health and safety topics
  - Director of Equal Opportunity/Title IX Coordinator conducts training for the Area Coordinators and Community Advisors that centers around the following topics: Title IX; reporting concerns of discrimination, harassment, or sexual misconduct; sexual assault prevention; reporting obligations for employees; services from the Office of Equal Opportunity; consent and bystander intervention; University policies and prohibited conduct; and resources available to member of the Lesley community on or off campus.
  - All residential students are offered workshops and trainings around consent, bystander intervention, healthy relationships, and boundaries.
- Faculty and staff training:
  - Director of Equal Opportunity/Title IX Coordinator conducts mandatory training for all employees every year on the following topics: Title IX; reporting concerns of discrimination, harassment, or sexual misconduct; sexual assault prevention; reporting obligations for employees; services from the Office of Equal Opportunity; consent and bystander intervention; University policies and prohibited conduct; and resources available to member of the Lesley community on or off campus.
- Annual Safety Week. Every October, during an open forum, students meet with staff from the Counseling Center, Student Health Services, Public Safety Department, the Office of Equal Opportunity and local fire and police authorities to discuss health and safety on campus.
- Annual Health and Safety Fair for students.
- The full staff in the Division of Student Life and Academic Development undergo an annual training by the Director of Equal Opportunity/Title IX Coordinator that includes information on the following topics: Title IX; reporting concerns of discrimination, harassment, or sexual misconduct; sexual assault prevention; reporting obligations for employees; services from the Office of Equal Opportunity.
- Undergraduate clubs and organizations work with staff to plan programs and events related to preventing discrimination and harassment, including sexual misconduct, at varying times throughout the academic year.
- For Lesley's Threshold Program, the Office of Equal Opportunity conducts in-class group educational sessions designed specifically for students in the Threshold Program. These educational sessions address key topics to enable students to be successful at Lesley and beyond. The educational sessions consist of three in-person educational sessions per semester, with each module centering on a different topic.
  - Identities
  - Pronouns
  - Consent
  - Conflict Resolution
  - Online Dating and Safety
  - Healthy Relationships
- Multiple workshops on emergency procedures, including in the event of sexual assault, are provided each semester.
- Public Safety Department offers Rape Aggression Defense (RAD), a self-defense course for women, to the Lesley community each semester. This free nine-hour course teaches women risk-reducing strategies and avoidance measures plus realistic self-defense tactics and techniques. Participants must commit to attending all nine hours because the class builds muscle-memory through repetition.



- Public Safety offers First Aid/CPR educational training several times each semester to the Lesley community that meets the requirements of the American Heart Association (AHA) guidelines.
- Educational programs are provided to promote awareness and prevention of sexual assault, including Lesley's Sexual Assault Awareness month of programming in October, Faculty Development Day presentation, information on resources provided in course syllabi, guide sheet for faculty and staff on responding to student reports of sexual misconduct, and bathroom stall informational sheets.
- All new students entering Lesley are provided with online Sexual Assault Prevention and Bystander programming.

### Emergency Response and Evacuation Procedures

The University has a comprehensive emergency plan that includes guidance about incident response and emergency communication, hazard analysis, incident priorities and performance expectations, shelter-in-place and evacuation guidelines, and continuity planning. Public Safety responds to all incidents with the aid of Cambridge Police and Fire Department as needed.

Lesley University conducts emergency response exercises each year, such as tabletop exercises, field exercises, and tests of the University emergency notification systems. These tests are designed to assess and evaluate the emergency plans and capabilities of the institution. Public Safety and the University's Incident Support Team (comprised of the Chief Operations Officer, the Director of Public Safety, and the Associate Vice President of Operations, and the Dean of Students). Have received training in Incident Command System and how to respond to critical incidents on campus. The Incident Command System (ICS) is utilized when responding to major incidents. Public Safety and the University's Incident Support Team collaborate with local and state public safety agencies to manage, mitigate, and recover from incidents. University departments are responsible for developing contingency plans and continuity of operations plans for their staff and areas of responsibility.

Supervised fire/evacuation drills are conducted in every University building twice a year. To ensure proper evacuation procedures, the first drill is announced while the second drill is unannounced. The purpose of the evacuation drills is to prepare building occupants for an organized evacuation in the case of a fire or other emergency. During the drill, occupants 'practice' drill procedures and familiarize themselves with the locations of the emergency exits and outside designated staging areas. All drills are monitored by Public Safety, Building Evacuation Coordinators, Residence Life staff, and Physical Plant to evaluate egress and behavioral patterns. Each fire/evacuation test is documented to include a description of the exercise, the date and time, any deficient equipment and work orders submitted, and whether it was announced or unannounced. General information about the Emergency Response and Evacuation Procedures are described in the Lesley University Multi-Hazard Emergency Plan.

#### Shelter-In -Place

There may be emergencies that arise that do not afford individuals the opportunity to evacuate. During these types of emergency situations, sheltering-in-place may be necessary. Sheltering-in-place means to stay inside a known, safe area to avoid adverse conditions in an exterior environment. Examples of emergencies where the shelter-in-place option may be necessary and/or preferred include severe weather, off campus hazmat incidents, or an active shooter situation. This may also include a fire emergency for persons with disabilities who may not be able to leave the building on their own or if the elevator is recalled during a fire.

#### Basic Shelter-In-Place Guidance:

If an incident occurs that does not present a safe opportunity to evacuate, find an immediate place of safety and stay there until it is safe to come out. This may include locking the door(s) or barricading the ingress/egress point(s) of the area you are occupying. It may also include covering the windows to decrease visibility of the occupied area. If an incident occurs where a shelter-in-place option is not possible, leave the area immediately

following the evacuation procedures for your building. Follow the directions of police and/or fire personnel if they are on scene of the incident.

### **How You Will Know To Shelter-In-Place**

A shelter-in-place notification may come from several sources, including the Lesley Emergency Alert System, other University employees, or other public safety agencies (Police and Fire Departments).

### **How to Shelter-In-Place**

If an incident occurs where sheltering-in-place is the best option, follow these steps, unless instructed otherwise by emergency personnel: These steps should only be followed if safe to do so:

- Once aware of the emergency, seek or remain in a location deemed safe from the affected area.
- Once within a safe area, attempt to secure the space in whatever reasonable manner is applicable.
- Stay in the area of safety and remain quiet, unless making noise would be beneficial to your safety (i.e. rescue or recovery).
- Stay away from objects that may lead to an injury.
- Do not leave the area of safety until you are notified that the emergency is no longer a threat to personal safety.

## **Lesley Emergency Notification System – “Lesley Alert”**

Lesley Alert is Lesley University’s emergency notification system that is used to send emergency notifications and timely warnings to the University community via text, email and telephone. Every Lesley community member with a Lesley.edu email is automatically registered to receive a Lesley Emergency Alert Notification. To register mobile devices or to OPT-OUT, community members login to this link:

<http://www.GetRave.com/login/lesley> using your Lesley user name and password. For example, if your email is jsmith@lesley.edu, your login would be jsmith and your password would be your Lesley password. The information you provide will remain private and will be used for emergency alerts and notifications only.

Based upon Public Safety’s immediate assessment of an incident, the Emergency Operations Coordinator (Chief Operations Officer) and the Incident Commander (Director of Public Safety) will be notified immediately. They will determine whether the situation poses an imminent, or ongoing potential threat to the safety, security, or health of students and/or employees. If so, a Lesley Alert will be issued to expedite an emergency response and/or evacuation procedure, and to provide relevant safety information to the Lesley community.

- Lesley Alerts will not contain the names of any individuals involved in the safety, security, or health situation about which an Alert is being sent.
- The goal of a Lesley Alert is to notify as many people as possible, as rapidly as possible, with follow-up information provided on an as needed basis.
- Information will be disseminated via a variety of channels (text messages, email, website postings, and broadcast voicemail messages to landlines on campus) on a case-by-case basis. The University subscribes to an Emergency Alert System that provides the capability to simultaneously alert students, faculty, and staff of emergencies or security-related incidents via a variety of communication methods (such as email, text messaging, phone, etc.).

The Crisis Communication Team is comprised of the Chief Operations Officer, Vice President of Finance, Director of Public Safety, Dean of Students, Provost, and Chief Marketing Officer. Lesley University will, without delay, take into account the safety of the community, determine the content of the Lesley University Alert, and initiate the alert system, unless issuing an alert will, in the professional judgment of the Crisis Communication Team, compromise efforts to assist victims or to contain, respond or to otherwise mitigate the emergency.

- The Crisis Communication Team determines the content of alert messages through a process of pre-loaded/pre-written emergency messages which expedites the communication process.

- The Director of Public Safety, the Senior Public Safety Operations Manager, and the Assistant Public Safety Operations Manager all can send Lesley University Alerts to the University community anytime.
- The Chief Operations Officer determines the appropriate segment(s) of the campus community to receive the notification depending upon the location and severity of the emergency.
- The Lesley University Alert system is tested on an annual basis.

To communicate with the surrounding community during an emergency, the Crisis Communication Team maintains contact with the Cambridge Police Department, places emergency information on the University website, and contacts local media as needed.

### Timely Warnings – Lesley Community Advisory

The University provides timely warnings to the campus community regarding Clery Act crimes that: (1) occurred within Lesley University Clery geography (as Lesley’s Clery geography is defined under the statute); and (2) are deemed, in the judgment of the Director of Public Safety (or designee), to constitute a serious or continuing threat to the university community. The decision to issue a timely warning is made on a case-by-case basis, in light of all facts surrounding a crime, including the nature of the crime, whether there is a continuing danger to the campus community, and the possible risk for compromising law enforcement efforts.

Timely warnings will be issued as soon as pertinent information becomes available. Although not required by Federal Law, Lesley University’s timely warnings may also be distributed for crimes that occur in areas outside of the Clery Act geographical areas if the crime is deemed to pose a potential threat to the campus community. These warnings will be distributed if the incident is reported either to the Lesley University Public Safety Department directly or indirectly through a Campus Security Authority or the Cambridge Police Department.

Depending on the particular facts of the situation, a Lesley Community Advisory may include a brief description of the incident, description of the suspect(s), and precautions the community should take in response to the incident. Lesley Community Advisories will not contain the names of any victims involved in the continuing threat situation. Lesley Community Advisories will not be issued in a manner which risks compromising law enforcement efforts.

	Emergency Notification – Lesley Alert	Timely Warning – Lesley Community Advisory
<b>Scope</b>	Any serious emergency or dangerous situation	Clery Act crimes
<b>Trigger</b>	Current or imminent threats	Past or ongoing threats
<b>Where</b>	On campus	Clery Act geography. Timely warnings may also be distributed for crimes that occur in areas outside of the Clery Act geographical areas if the crime is deemed to pose a potential threat to the campus community.
<b>When</b>	Immediately upon threat confirmation	As soon as pertinent information is available

## Missing Resident Students

If a member of the University community has reason to believe that a student who resides in on-campus housing has been missing, they should immediately notify the Public Safety Department at 617-349-8888. Public Safety, working with Residence Life, will generate an incident report and initiate an investigation. Should Public Safety and Residence Life confirm that the student has been missing for 24 hours, the Director of Public Safety will contact the Cambridge Police Department and the Dean of Students will contact the student's emergency contact as soon as practical and no later than 24 hours after the student is determined missing.

The University will notify the following individuals within 24 hours of confirming that a student is missing:

- A parent or legal guardian, if the student is under the age of 18 or is not emancipated, or
- The student's Missing Person Contact (see below) if the student has designated such an individual.

Students may choose to identify a Missing Person Contact to be notified in the event they are reported missing. This contact information will be kept confidential and separate from the student's other emergency contact information. Only authorized University officials may access this contact information and may disclose such information only to law enforcement authorities. Students may contact Residence Life at 617-349-8585 or [reslife@lesley.edu](mailto:reslife@lesley.edu) to identify a Missing Person Contact.

### Clery Act Crime Statistics and Clery Geography Map

CLASSIFICATION	2021					2022					2023				
	On Campus Total	Student Housing	Noncampus	Public Property	Total	On Campus Total	Student Housing	Noncampus	Public Property	Total	On Campus Total	Student Housing	Noncampus	Public Property	Total
Murder/Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<u>Sex Offenses Total</u>	<b>8</b>	<b>8</b>	<b>0</b>	<b>0</b>	<b>8</b>	<b>3</b>	<b>2</b>	<b>0</b>	<b>1</b>	<b>4</b>	<b>8</b>	<b>4</b>	<b>0</b>	<b>1</b>	<b>9</b>
-Rape	7	7	0	0	7	2	1	0	0	2	5	4	0	0	5
-Fondling	1	1	0	0	1	1	1	0	1	2	3	0	0	1	4
-Incest	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
-Statutory Rape	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Robbery	1	0	0	0	1	0	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	2	2	0	0	0	0	0
Burglary	1	1	0	0	1	3	1	0	0	3	3	0	0	0	3
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Hate Crimes _ Religion - Destruction / Damage / Vandalism	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Violence Against Women Act Totals	<b>4</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4</b>	<b>8</b>	<b>5</b>	<b>0</b>	<b>0</b>	<b>8</b>	<b>5</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>5</b>
Stalking	4	0	0	0	4	3	1	0	1	4	4	0	0	0	4
Domestic Violence	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	5	4	0	0	5	1	0	0	0	1
Arrests															
Liquor Law Violations	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Drug Violations	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Weapons Violations	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Disciplinary Referrals															
Liquor Law Violations	26	26	0	0	26	4	4	0	0	4	16	7	0	0	16
Drug Violations	11	10	0	0	11	3	3	0	0	3	2	1	0	0	2
Weapons Violations	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Unfounded Crimes	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Fire on Campus	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

### **Compiling Crime Statistics & Definitions of Reportable Crimes**

Public Safety compiles University crime statistics on a calendar-year basis. The statistics reflect reports made to the University and reports made to local law enforcement provided to the University. This report includes statistics from the previous three years for crimes occurring in the Clery Act Geography (see on next page) and for drug, alcohol, and weapons arrests, and disciplinary action referrals. The Cambridge Police Department and other law enforcement offices provide further statistical information for certain off-campus locations or property within or immediately adjacent to and accessible from University campuses. For statistical purposes, crime statistics reported to any of these sources are recorded in the calendar year in which the crime was reported. Please refer to Appendix D for definitions of crimes and how crimes are reported. The statistics do not reflect the conclusion of any University or law enforcement investigation.

### **Clery Act Geography Definitions and Clery Geography Map:**

The following definitions apply to the geographical locations of incidents disclosed in the crime statistics tables contained in this report:

- **On-Campus:** (i) any building or property owned or controlled by Lesley University within the same reasonably contiguous geographic area and used by Lesley University in direct support of, or in a manner related to, the University's educational purposes, including residence halls; and (ii) any building or property that is within or reasonably contiguous to the area identified in this definition, that is owned by Lesley University but controlled by another person, is frequently used by students, and supports Lesley University's purposes (such as a food or other retail vendor).
- **On-Campus Student Housing Facilities (subset of the On-Campus category):** any student housing facility that is owned or controlled Lesley University, or is located on property that is owned or controlled by Lesley University, is within the reasonably contiguous geographic area that makes up the campus, and is considered an on-campus student housing facility. The following communities have been identified as On-Campus Student Housing Facilities on the Lesley University campus:
  - 33 Everett St. – White Hall (currently offline for improvements)
  - 31 Mellen St. – Jenckes House
  - 1 Wendell St. – 1663 Mass Ave
  - 3 Wendell St. 3 Wendell House
  - 30 Mellen St. – Doble
  - 61 Oxford St. – Kirkland House
  - 63 Oxford St. – Wendell House
  - 68 Oxford St. – Kris House
  - 78 Oxford St. – Wilbur House
  - 38 Mellen St. – Malloch Hall
  - 24 Mellen St. – Mellen House
  - 35 Mellen St.
  - 36 Mellen St. –Mackenzie Hall
  - 34 Mellen St. – Wolfard Hall
  - 1,3, 5,7 St John's Rd. – Winthrop Hall
  - 99-4 Brattle St. – Lawrence Hall
  - 2, 4 St John's Rd. – Kidder House
  - 6 St John's Rd. – Rousmaniere



- **Non-Campus Building or Property:** (i) any Lesley University building or property owned or controlled by a student organization that is officially recognized by the University; or (ii) any building or property owned or controlled by Lesley University that is used in direct support of, or in relation to, the University'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.



## Sex Offender Information

The federal "Campus Sex Crimes Prevention Act" (P.L. 106-386, Sec. 1601) (the "CSCPA"), enacted on October 28, 2000, became effective on October 28, 2002. This law requires institutions of higher education to advise the members of their campus communities where to obtain information concerning individuals employed by, enrolled in, and/or serving at the institution who are registered sex offenders <http://bpdnews.com/sex-offender-registry/>. Under the provisions of the same law, individuals who are required to register with the appropriate state office as sex offenders must inform the state office in which they are registered whenever they enroll in, become employed by, or undertake a vocation at an institution of higher education. The CSCPA requires the state Sex Offender Registry offices to notify an institution of higher education whenever a sex offender on its registry provides notice they are enrolled in, employed by, or has undertaken a vocation at that institution and to provide information concerning that individual. The CSCPA does not require institutions of higher education to request information from state sex offender registries.

At Lesley University, all publicly available information received from state Sex Offender Registry offices will be maintained by the Public Safety Office. Any member of the public who is at least 18 years of age or older may request sex offender information. The information will be provided to any person who is seeking the information for their own protection, for the protection of a child under the age of 18, or for the protection of another person for whom the requesting person has responsibility, care, or custody. Information concerning an individual enrolled in, employed by, or undertaking a vocation at Lesley who is required to register as a sex offender may be obtained by appearing in person at the Lesley University Public Safety Department and asking to review the registered sex offender log.

Additional information about persons required to register as sex offenders and how to obtain information concerning such persons may be obtained from:

### **The Massachusetts Sex Offender Registry Board**

978-740-6400

800-93-MEGAN – Mass. only

978-740-6464 – facsimile

<http://www.mass.gov/eopss/agencies/sorb/>

### **The Massachusetts Executive Office of Public Safety and Security**

617-727-7775

617-727-4764 – facsimile

eopsinfo@state.ma.us

<http://www.mass.gov/eopss/crime-prev-personal-sfty/sex-offenders/obtaining-information-about-sex-offenders.html#police>

### **Cambridge Police Department**

617-349-3300

<http://www.cambridgema.gov/cpd>

### **Boston Police Department**

617-343-4200

<http://www.cityofboston.gov/police>

### **United States Department of Justice**

#### **Office of Sex Offender Sentencing, Monitoring, Apprehension, Registering, and Tracking**

<http://www.ojp.gov/smart>

<http://www.nsopw.gov>

Persons seeking Sex Offender Registry information should be aware there are criminal penalties for use of Sex Offender Registry information to commit a crime or to engage in illegal discrimination or harassment of an offender.

## **University Policy: Drugs and Alcohol Policy - Students**

The following policy on drugs and alcohol is designed to address the University's concerns for the health and safety of its community, to prevent alcohol and substance abuse, and to ensure Lesley's compliance with applicable laws, including the Drug-Free Schools and Communities Act.

### **Standards of Conduct**

Lesley University is committed to encouraging and facilitating responsible student decision-making. The University recognizes that responsible decision-making concerning alcohol and drugs is crucial to the health and safety of students and the educational mission of the institution. The University requires all students to abide by federal, state, and local laws concerning alcohol and drugs.

Lesley University prohibits the unlawful manufacture, distribution, dispensing, possession, or use of drugs or alcohol in the workplace, including misuse of prescribed medications. This prohibition is in effect on Lesley's property, at University events, in University vehicles, and while conducting University business at any location on or off campus.

Lesley University also prohibits the unlawful manufacture, distribution, dispensing, possession, or use of drugs and alcohol by students and employees anywhere on campus, in University vehicles, and as part of University activities.

The use of alcohol is prohibited at any time in the workplace, with the exception of approved department or University social functions, and then only by those 21 years of age and older.

Despite changes to Massachusetts law, the manufacture, distribution, dispensing, possession, or use of marijuana – including medical marijuana – remain prohibited under federal law and, thus, are prohibited everywhere on campus including in student residential facilities (dorms), parking lots, University vehicles, University buildings, and any other property owned, operated, or leased by the University.

Violation of any law governing the manufacture, distribution, dispensing, possession, or use of alcohol or other controlled substances, including marijuana, will not be tolerated by Lesley University. The University will cooperate with law enforcement authorities with regard to the manufacture, distribution, dispensing, possession, or use of alcohol or other controlled substances anywhere on Lesley University property or at University functions.

### **Alcohol**

The University seeks to establish an environment in which students of legal drinking age who choose to drink alcohol do so responsibly and those who choose to abstain from drinking do so without penalty or pressure from their peers.

The legal drinking age in Massachusetts is 21. Lesley University expects the observance of all Massachusetts laws and regulations governing the sale, purchase, distribution, and serving of alcoholic beverages by all members of its community on the Lesley University campus and in its residence halls, as well as at off-campus

functions supported by or sponsored by Lesley University. All members of the University community are expected to abide by the Massachusetts laws and University policies. Violators are subject to disciplinary action by the University, including but not limited to confiscation of materials, fine, dismissal, or referral to local police authorities.

In compliance with the laws of Massachusetts, students under the age of 21 may not possess or consume alcohol. Alcohol is not permitted in public areas on campus, including but not limited to balconies, corridors, bathrooms, common rooms, parking lots, and University buildings or facilities, except at University-sanctioned events or as described in the Residential Alcohol Policy. A strong smell of alcohol in the residence hall room of an underage student will constitute a violation of this policy.

If there is a significant suspicion that this policy has been violated in a resident's room, the student may be requested to open the refrigerator or a cooler for the Residence Life or Public Safety staff. If a student refuses to open the refrigerator or cooler, the Residence Life or Public Safety staff will be authorized to open the refrigerator or cooler.

University-sanctioned student events where alcohol will be served must be registered with the Dean of Student Life and Academic Development and must comply with University guidelines.

Organizations or groups that violate this policy may be subject to sanctions by the University.

### **Specific Alcohol Policy Guidelines**

- Alcoholic beverages may be consumed in residence hall rooms by individuals of legal drinking age, provided that the host students—that is, the residents of the room where the alcohol is being consumed -- are of legal drinking age. In cases where one of the residents is of legal drinking age and another is not, and alcohol is present, the resident that is of legal drinking age is responsible for making certain that the person who is not of legal drinking age does not consume alcohol.
- Alcoholic beverages may be served at University-sponsored functions, either on or off campus, where the majority of attendees are expected to be individuals over the age of 21, within the following guidelines:
  - Recognized student groups that intend to serve alcohol at University-sponsored or supported functions, either on or off campus, must register the event with the Office of Student Activities and gain prior approval from the Dean of Student Life or designee. Other groups should contact the Dean of Student Life for approval.
  - Student groups sponsoring an event are responsible for insuring that all city, state, federal, and campus regulations concerning the use of alcohol are observed.
  - A bartender must be hired to serve all alcoholic beverages at any University-sponsored event. Individuals must be required to show proper identification before being served. Sponsors of the event accept responsibility for:
    - Identifying all persons not of drinking age and insuring that these individuals are not served. Non-alcoholic beverages should be available as well as readily-available food.
    - Insuring that alcohol is not served to any person who is intoxicated.
    - The consumption of alcoholic beverages is only permitted within the approved area designated for the event.
  - No event shall include any form of drinking contest in its activities or promotion.
  - Advertisement of any University event where alcoholic beverages will be served shall note the availability of non-alcoholic beverages as prominently as alcohol. Alcohol may not be used as an inducement to participate in a campus event.



## **Drugs**

Possession, use, or distribution of drugs in violation of state or federal laws may lead to criminal prosecution. Illegal possession, use, or distribution of drugs or drug paraphernalia, including misuse of prescribed medications, also renders a student liable to disciplinary action by the University, including but not limited to confiscation of materials, fine, dismissal, or referral to local police authorities.

As noted above, despite changes to Massachusetts law, marijuana is prohibited everywhere at Lesley University. A scent of marijuana strong enough to suggest that someone has been smoking or using marijuana anywhere on campus, including in any University room, building, vehicle, or in any outdoor location, constitutes a violation of this policy.

## **Health Risks**

Alcohol and substance abuse is harmful to your health. The effects of drug abuse include, but are not limited to: anxiety, depression, insomnia, hallucinations, hyperactivity, loss of appetite, convulsions, coma, and possible death. Alcohol consumption can also result in changes in behavior, including impaired judgment and coordination, aggressiveness, depression, and memory loss. Repeated use of alcohol can lead to dependence and damage to vital organs. Students with alcohol or substance abuse concerns should seek medical attention promptly. The University will also make available its counseling resources to help students involved with alcohol or substance abuse.

## **Drugs and Alcohol Education and Treatment**

The University recognizes that alcoholism, drug addiction, and substance abuse may require professional counseling, assistance, or treatment. Students with alcohol or substance abuse concerns are encouraged to seek help from medical professionals. On campus, students may contact the Counseling Center or Student Health Service to address alcohol and drug related issues and to learn about University or other resources. Alcohol and drug education programs are administered throughout the year by the Counseling Center's Alcohol and Other Drugs Educator. Online assessment tools such as e-CHUG and e-TOKE as well as Mental Health Screening are available to students through the Counseling Center's web page at <https://www.lesley.edu/students/health-wellness-safety/counseling-center>.

The Counseling Center is located in 23 Mellen, 4th floor and can also be reached by phone at 617-349-8545. The Student Health Service is located in 23 Mellen, 3<sup>rd</sup> floor and can also be reached by phone at 617-349-8222. Counseling will be kept confidential to the extent confidentiality is consistent with the University's obligations to the student or others.

## **Legal Sanctions**

The University expects students to comply with local, state, and federal laws relating to the possession, use, or distribution of drugs and alcohol when they are on University property or taking part in University activities. It is impractical to list all the drug and alcohol related crimes and penalties under local, state, or federal law here, but students should be aware that conviction under the applicable laws can lead to imprisonment, fines, and assigned community service.

Lesley University cannot and will not protect students from arrest or prosecution if they illegally use, possess, or sell alcohol or drugs.



## **University Policy: Drugs and Alcohol Policy – Employees**

The following policy on drugs and alcohol is designed to address the University’s concerns for the health and safety of its community, to prevent alcohol and substance abuse, and to ensure Lesley’s compliance with applicable laws, including the Drug-Free Schools and Communities Act.

### **Standards of Conduct**

Lesley University prohibits the unlawful manufacture, distribution, dispensing, possession, or use of drugs or alcohol in the workplace, including misuse of prescribed medications. This prohibition is in effect on Lesley’s property, at University events, in University vehicles, and while conducting University business at any location on or off campus.

Lesley University also prohibits the unlawful manufacture, distribution, dispensing, possession, or use of drugs and alcohol by students and employees anywhere on campus, in University vehicles, and as part of University activities.

The use of alcohol is prohibited at any time in the workplace, with the exception of approved department or University social functions, and then only by those 21 years of age and older.

Despite changes to Massachusetts law, the manufacture, distribution, dispensing, possession, or use of marijuana – including medical marijuana – remain prohibited under federal law and, thus, are prohibited everywhere on campus, including in student residential facilities (dorms), parking lots, University vehicles, University buildings, and any other property owned, operated, or leased by the University.

Violation of any law governing the manufacture, distribution, dispensing, possession, or use of alcohol or other, controlled substances, including marijuana, will not be tolerated by Lesley University. The University will cooperate with law enforcement authorities with regard to the manufacture, distribution, dispensing, possession, or use of alcohol or other controlled substances anywhere on Lesley University property or at University functions.

### **Reasonable Suspicion of Impairment**

Employees are expected to come to work free of impairment resulting from use of alcohol, controlled substances, and illicit drugs whether at night, at lunch, or at any other time.

Depending upon the severity of the condition, if there is reasonable suspicion that an employee is impaired by alcohol or other drugs while at work or at a University function, the employee will be required to leave the campus or University function immediately and will be referred to the University’s Employee Assistance Program (EAP). Behavior that may lead to a reasonable suspicion that an employee is impaired by alcohol or drugs includes but is not limited to the observation of slurred speech, sleeping on the job, poor balance, loss of concentration, or similar behaviors. It should be noted that these behaviors could also indicate illness, or reactions to medications. Therefore, a supervisor should seek help from Human Resources before taking any action, except in emergencies or where the impairment is obvious (such as slurred speech and a strong smell of alcohol).

A scent of marijuana strong enough to suggest that someone has been smoking or using marijuana anywhere on campus, including in any University room, building, vehicle, or any outdoor location, constitutes a violation of this policy.

### **Disciplinary Actions**

Employees who violate this policy will be subject to discipline and other corrective actions, including but not limited to satisfactory participation in, or completion of, a treatment or education program, suspension, termination of employment, or referral for criminal prosecution.

### **Notice of Conviction**

Any employee who is convicted of any criminal drug law for a violation occurring in the workplace is required by federal law to notify the University in writing within five (5) days after the conviction. The federal Drug-Free Workplace Act makes strict compliance with this policy a condition of employment for all federal grants or contracts. Within ten (10) days of learning of a drug conviction, the University must notify the relevant funding agency of the conviction.

### **Legal Sanctions**

The University expects its employees to comply with local, state, and federal laws relating to the possession, use, or distribution of drugs and alcohol when they are on University property or taking part in University activities. It is impractical to list all the drug and alcohol related crimes and penalties under local, state, or federal law here, but employees should be aware that conviction under the applicable laws can lead to imprisonment, fines, and assigned community service, as well as the loss of professional licenses.

### **Health Risks**

Alcohol and substance abuse may be harmful to your health. The effects of drug abuse include but are not limited to anxiety, depression, insomnia, hallucinations, hyperactivity, loss of appetite, convulsions, coma, and possible death. Alcohol consumption can also result in changes in behavior, including impaired judgment and coordination, aggressiveness, depression, and memory loss. Repeated use of alcohol can lead to dependence and damage to vital organs.

### **Drugs and Alcohol Education and Treatment**

Lesley University supports the efforts of its employees to seek help and advice regarding drugs and alcohol. The University has an Employee Assistance Program (EAP). If employees are concerned about their own alcohol or substance abuse, or that of another employee or member of their family, they are encouraged to review the University's [EAP webpage](#) and contact the EAP directly, or through their supervisor or Human Resources.

## **University Policy: Prohibition of Weapons Policy**

Possession of any weapon is prohibited on University property or at University-sponsored events. This prohibition applies to students, employees, and visitors to the University, including those conducting business on University property.

### **Definitions**

For the purposes of this policy, the following non-exhaustive definitions apply:

#### **Weapons:**

- Any device used for, or which has the appearance of being used for, shooting bullets, pellets, arrows, flares, or other projectiles, whether loaded or unloaded.

- Examples include rifles, shotguns, handguns, air guns, paint guns, dart guns, stun guns, tasers, flare guns, recurve and compound bows, and crossbows.
- Explosive devices, including firecrackers or black powder.
- Any device designed or traditionally used to cause harm, including knives and other bladed devices, staves, and nun chucks.
- All toy guns and other simulated weapons are covered by this policy.
- Mace, pepper spray, and similar materials.

### **University Property:**

- Any real property owned or leased by the University, including without limitation the Doble Campus, Porter Campus, South Campus and off-campus sites used by the University.
- Any University-owned or University-leased vehicle.

### **University Event:**

- Any event sponsored in whole or in part by Lesley University, whether on or off Lesley University property, including without limitation class field trips and athletic competitions.

### **Possession:**

- Keeping or storing any of the proscribed items on one's person, in one's dorm room or office, or anywhere else on Lesley property, including in one's vehicle if the vehicle is parked on University property.

### **Exemptions:**

Local and federal law enforcement, and the Department of Public Safety, are exempted from this policy if carrying weapons in the capacity of their duties as law enforcement officials. All visitors must obtain prior written approval to carry weapons from the Lesley University Department of Public Safety; such approval shall be at the complete and total discretion of the University. Pocketknives, i.e. Swiss Army knives, are permitted.

### **Violations:**

- Students found in possession of prohibited weapons may face any disciplinary action up to and including expulsion from Lesley University.
- Employees found in possession of prohibited weapons may face any disciplinary action up to and including termination.
- Visitors found in possession of prohibited weapons will be required to leave the University property or event and may be prohibited from entering University property or attending future University events.

Anyone who sees or otherwise becomes aware of a violation of this policy is required to contact the Lesley University Department of Public Safety.

## **University Statement of Policy and Support Services - Sexual Misconduct**

Lesley University respects the dignity of every individual and expects students, employees (faculty, adjunct faculty, and staff), vendors, vendor employees, and guests to respect each other. The University's [Community Standards of Conduct](#) describes the University's general expectations of conduct. The University also aims to provide an environment that is free of discrimination and harassment, including sexual misconduct. Sexual assault, domestic violence, dating violence, or stalking (as those terms are defined under the Clery Act and state law and set forth on **Appendix D**) committed by students or employees, whether on or off campus, or by any individual on Lesley's campus or within its programs or activities, violates University policy.

The University's [Sex Discrimination and Sexual Misconduct Policy](#) addresses the University's aim to provide an environment that is free of discrimination based on sex, including discrimination on the basis of sex stereotypes,

sex characteristics, pregnancy or related conditions, sexual orientation, and gender identity. Discrimination of such a nature undermines the basic principles of the Lesley community and is strictly prohibited. The Director of Equal Opportunity/Title IX Coordinator sends the Lesley community an annual email on or before August 20<sup>th</sup> each year which includes a link to this policy and Lesley other nondiscrimination policies, which can be found on [www.lesley.edu/eoandtitleix](http://www.lesley.edu/eoandtitleix) Lesley may take disciplinary or corrective actions pursuant to this policy for discriminatory or harassing misconduct, including sexual assault, which does not rise to the level of a violation of law.

Sexual assault is a form of sex discrimination that is illegal under federal and Massachusetts laws. Federal and state laws also provide criminal penalties for those convicted of acts of sexual assault and sexual misconduct.

Under the University's policy, sexual assault means having sexual contact with someone without that person's consent, and sexual misconduct is defined as unwelcome sexual conduct involving another person towards another person. Under the University's policy, consent means an affirmative, voluntary, mutual agreement to have sexual contact. Consent must be expressed by outward demonstration, verbally or non-verbally, through mutually understandable words or actions. Consent means agreeing to or participating in sexual contact without any coercion, force, fear, or intimidation. Silence or lack of resistance does not constitute consent. Consent can be revoked at any time; a person can change their mind about continuing with the sexual contact. Consent can never be given by someone who is under the age of consent (age 16 in Massachusetts), or someone who is asleep, unconscious, or incapacitated due to drugs, alcohol, or any other cause. It is against the law and against University policy to have sexual contact with someone who does not give their consent or who is incapable of giving consent.

### **Support Services and Additional Information**

On campus and off campus support services for victims of sexual assault are listed on **Appendix A, Appendix B, and Appendix C**. The University encourages individuals to request a Sexual Assault Exam at a hospital. The exam includes preventive treatment for sexually transmitted infections, pregnancy, and evidence collection, if sought. The exam is conducted by a Sexual Assault Nurse Examiner (SANE) who is a Registered Nurse with advanced training and certification in conducting sexual assault exams. If an individual chooses not to preserve evidence or seek medical assistance, any of the other options outlined here may still be taken.

Resources and information for persons who have been accused of sexual assault are listed on **Appendix A, Appendix B, and Appendix C**.

### **What to do if you have been sexually assaulted**

For any individual subject to or witness to physical violence of any type, the first step is always the same: ***get to a safe place as soon as possible and call the police or a trusted friend or advocate***. Any individual subject to physical violence should seek medical attention. Take care to preserve any evidence of the incident, even if there is uncertainty whether a claim will be filed or legal action will be taken. The importance of doing so cannot be overstated. This may assist in proving that a criminal offense occurred or be helpful in obtaining a protection order, should the individual choose to do so later.

If any individual has been subject to or witnessed sexual misconduct or sexual assault, or any other prohibited conduct, the following options are available:

- Seek confidential support and counseling (See **Appendix A** and **Appendix B**);
- Contact any University reporting resource listed below to report the incident to the University or file a complaint with the University, so the University may investigate and provide reasonably available interim protective measures; and

- Notify law enforcement authorities.

More information about support services, confidentiality, the reporting process, and other topics is available on the University's [Sexual Assault Prevention and Services webpage](#). For incidents that occurred before August 1, 2024, the University will follow the [Discrimination and Harassment Complaint Resolution Procedure](#) and the [Discrimination, Harassment, and Sexual Violence Policy](#).

## How to Report an Incident

### *Reports to the University*

A complaint about sexual assault or sexual misconduct may be submitted by any employee (including any faculty member) and any student under Lesley's [Sex Discrimination and Sexual Misconduct Policy](#). Reports of sexual assault or misconduct may be submitted by others, including a student's parents, or a third party. A complaint may be filed against anyone in the Lesley community (e.g., employee against employee, student against student, student against faculty, employee against a person outside the University, student against a person outside the University, etc.).

Report incidents of sexual assault or sexual misconduct to any one of the following people:

#### **Director of Equal Opportunity and Title IX Coordinator & ADA/504:**

##### **Valerie Yeakel**

29 Everett Street

Cambridge, MA 02138

617-349-8643

Email: [equalopportunity@lesley.edu](mailto:equalopportunity@lesley.edu)

Public Safety Office

34 Mellen Street

Cambridge, MA 02138

617-349-8888

Email: [publicsafety@lesley.edu](mailto:publicsafety@lesley.edu)

### *Reports to Law Enforcement*

Cambridge Police Department – 911

Cambridge Police Sexual Assault Hotline – 617-349-3381 and

<https://www.cambridgema.gov/cpd/policeunits/supportservicesdivision/sexualassaultunit.aspx>

Resources to provide supportive measures without reporting obligations:

Confidential Resource Provider for Students:

Yamileyka Rojas (Manager of USI Student Success and Lesley Head Women's Volleyball Coach)

617.349.8053

[yrojas2@lesley.edu](mailto:yrojas2@lesley.edu)

Confidential Resource Provider for Students and Employees

Funmi Oyekunle (Director of Intercultural Affairs)

[funmi.oyekunle@lesley.edu](mailto:funmi.oyekunle@lesley.edu)

Confidential Resource Provider for Employees/Faculty:  
Kathleen George (Human Resources Manager)  
617.349.8636  
[kathleen.george@lesley.edu](mailto:kathleen.george@lesley.edu)

Confidential Resource Provider for Employees/Faculty:  
Max Meristil (HR Benefits and Compensation Analyst)  
617.349.8416  
[meristil@lesley.edu](mailto:meristil@lesley.edu)

An individual is encouraged, but is not required, to report the incident to local law enforcement in order to pursue criminal charges. The criminal process and the University's Sex Discrimination and Sexual Misconduct Policy are not mutually exclusive or dependent on each other, meaning that a reporter may pursue either a criminal complaint or University complaint or both. The fact that there is a criminal complaint filed will not prevent the University from taking its own internal investigatory and disciplinary action under University policies.

Lesley University will assist reporters in notifying law enforcement authorities if they choose. Reporters have the right not to notify law enforcement authorities; however, the University may in some cases have an obligation to report certain incidents to law enforcement authorities (for example, in reports of abuse against children (minors) or disabled persons). All reporters will receive written notification of their rights under Lesley University policy. Preserving evidence of domestic violence, dating violence, sexual assault, or stalking is important to potential future criminal, civil, or disciplinary proceedings, including proceedings to obtain a protective order against the respondent.

#### *Notification of Rights*

A summary is provided below. For detailed information on the University's procedures, please refer to Lesley University's [Sex Discrimination and Sexual Misconduct Policy](#) and the [Discrimination and Harassment Complaint Resolution Procedure](#). Please also refer to the Emergency Procedures Checklist at **Appendix C**.

Any member of the Lesley community who makes a report of any act of sexual assault or sexual misconduct perpetrated by another member of the Lesley community has the right to, and will receive written notice of, the following:

- Information about the importance of preserving evidence;
- How and to whom to report crimes;
- Options for notifying law enforcement and Campus Security Authorities (and the option to decline to notify authorities);
- Information about orders of protection, no contact orders, restraining orders, or other similar lawful orders issued by a criminal, civil, or tribunal court or by the University.
- Information concerning confidentiality and maintenance as confidential of any supportive or protective measures provided to the complainant (to the extent that maintenance of such



confidentiality would not impair the ability of the University to provide supportive or protective measures).

- Options and resources for counseling, health and mental health services, victim advocacy, legal assistance, visa and immigration assistance, and other services, both within the University and in the community.
- Options for assistance in changing academic, living, transportation, and working conditions (regardless of whether the victim chooses to report the incident to law enforcement); and
- Procedures for the University’s Sex Discrimination and Sexual Misconduct Policy. This includes a description of the response steps; information regarding the informal resolution process; information regarding the investigation process and any anticipated timelines; information about how the University makes determinations regarding alleged violations of its nondiscrimination policy; a description of the standard of proof (a preponderance of the evidence, i.e. “more likely than not”) that will be used during any investigative proceeding arising from an allegation; an explanation of the circumstances in which the complainant and respondent have the right to an advisor of choice; a listing of possible sanctions that the University may impose following a finding of responsibility; the range of supportive measures the University may offer following receipt of an allegation; and written notice of any decision regarding whether the respondent engaged in sex discrimination or sexual misconduct.

Required Reporting Obligations - University Employees

All employees (faculty, adjunct faculty, and staff) must immediately report to the Director of Director of Equal Opportunity/Title IX Coordinator or the Lesley Public Safety Office if they witness or receive complaints of discrimination or harassment, including sexual misconduct. However, certain employees in the student Counseling Center and the student Health Service Center and Confidential Resource Providers have obligations of confidentiality and are not required to make such reports.

Mandated Reporter Obligations - Children

The University expects anyone participating in University programs involving children (including program supervisors, faculty, staff, students, and volunteers) who knows, suspects, or receives information indicating that a child has been abused or neglected, or who has other concerns about the safety of children, to immediately inform Lesley’s Public Safety Office at 617-349-8888 or call 911. This includes not just information or suspicions relating to on-campus conduct, but also suspected abuse or neglect by a parent, guardian, or caretaker. Lesley’s Public Safety Office is the University’s designated agent to receive such reports and will make required reports to state or local agencies, including the Department of Children and Families (“DCF”), as necessary. Members of the University community who hold certain positions are considered “mandated reporters” and are required by law to report suspected abuse of minors, including sexual abuse, to the Massachusetts Department of Children and Families (DCF). These positions include, but are not limited to, teachers, educational administrators, police officers, nurses, medical treatment providers, social workers, preschool, summer, and after-school program staff, childcare providers, and guidance or family counselors. For more information, see Lesley’s [Protocol for Programs Involving Children](#).

Mandated Reporter Obligations – Disabled Persons

Members of the University community who hold certain positions are considered “mandated reporters” and are required by law to report suspected abuse of disabled persons, including physical, sexual, and emotional abuse, to the Massachusetts Disabled Persons Protection Commission (DPPC). These positions include, but are not limited to, medical personnel, public or private school teachers, educational administrators, guidance or family counselors, social workers, and others.

### **Investigation of Complaints, Interim Measures and Supportive Measures, Corrective Action, and Confidentiality**

Summaries are provided below. For detailed information on the University’s procedures, please refer to Lesley University’s [Sex Discrimination and Sexual Misconduct Policy](#).

#### *Investigations*

When Lesley receives a complaint of sex discrimination, the University is obligated by law to provide a prompt, thorough, and impartial response process from initial investigation of a complaint through the determination regarding the respondent’s responsibility. Lesley investigates to determine what occurred and then takes appropriate steps to resolve the situation.

The University will review all reports occurring on Lesley University property. Further, the University will review all incidents involving University-sponsored programs or University vehicles regardless of whether the incidents occurred on University property.

With respect to complaints of sex discrimination and sexual misconduct (including conduct defined as sex discrimination under Title IX) persons who have received relevant annual training will investigate the complaints, conduct hearings (if applicable), make findings and determinations, and determine sanctions, if any.

An investigation by the University of a complaint of discrimination, harassment, or sexual misconduct is different from any police or government investigation, and a police or government investigation does not relieve the University of its independent Title IX obligation to investigate the conduct. University investigations and disciplinary actions are also different from police and government investigations, and such investigations may not relieve the University of its Obligations and authority under this and other policies to investigate the conduct. The University takes steps to prevent the recurrence of any discrimination or harassment, including sexual misconduct, and to correct its effects on the reporter and others, as appropriate.

The University provides written notice to the complainant(s) and respondent(s) at the initiation of an investigation into Sex Discrimination and Sexual Misconduct Policy matters. The investigator will conduct an investigation that gathers sufficient evidence to determine whether sex discrimination or sexual misconduct occurred to the extent possible and in doing so will attempt to interview the parties to alleged sex discrimination or sexual misconduct. Following the conclusion of an investigation into sex discrimination or sexual misconduct, the relevant and not otherwise impermissible evidence will be reviewed to determine whether the evidence establishes that sex discrimination or sexual misconduct occurred. In making that determination, a preponderance of the evidence standard is applied, meaning that there is a determination as to whether the evidence establishes that it is more likely than not that sex discrimination or sexual misconduct occurred. To communicate the determination to the parties regarding whether sex discrimination or sexual misconduct occurred, the Director of Equal Opportunity will send a written determination simultaneously to the parties.

#### *Supportive Measures*

As described in more detail in the Sex Discrimination and Sexual Misconduct Policy, the University may implement supportive measures at the request of parties to an allegation of sex discrimination or sexual misconduct, regardless of whether the University is conducting an investigation into the alleged conduct. Please see the Sex Discrimination and Sexual Misconduct Policy for more information on the interim measures and supportive measures.

Where possible, the University will assist persons complaining of domestic violence, dating violence, sexual assault, or stalking by separating the parties. Where possible and warranted, the University will also seek to change academic, living, transportation, and work situations at the complainant or respondent's request. Such supportive measures are available regardless of the complainant's decision to file a complaint with the University or a report to law enforcement.

#### Corrective Actions

If the University determines that one of its policies was violated, the University may impose sanctions, including but not limited to suspension or dismissal from the University. For more information about possible sanctions, please see the Sex Discrimination and Sexual Misconduct Policy. Decisions as to whether a policy has been violated are made using the preponderance of the evidence standard. In addition, the University cooperates and collaborates in the enforcement of protective orders, no-contact orders, restraining orders, or similar orders issued by a criminal or civil court.

#### Confidentiality

A reporter may disclose an incident but request confidentiality and request that no investigation into the particular incident be pursued, or that no action through the University process be taken. In such instances the University will weigh the request against the University's obligation to provide a safe, non-discriminatory environment for all students and employees, including the reporter. The presence of one or more of these factors could lead the University to investigate and, if appropriate, pursue action against the respondent. If none of these factors are present, the University will likely respect the reporter's request.

Similarly, a reporter may desire to have investigatory or disciplinary action taken but may wish to have their identity as the reporter kept confidential. Depending on the circumstances, this may or may not be possible.

If the University honors a request for confidentiality or decision not to participate in an investigation (or if the complainant makes an anonymous complaint), the University's ability to meaningfully investigate the incident or pursue action against the alleged accused may be limited.

The University does not permit retaliation against any individual who brings a complaint pursuant to its nondiscrimination policies or who cooperates in the investigation of such complaints.

Pursuant to the Clery Act and the 2013 Amendments to the Violence Against Women Act, anonymous statistical information regarding reported criminal incidents must be shared with Public Safety for inclusion in the Daily Crime Log. This information will also be included in the University Annual Security Report. The University may also share aggregate and not personally identifiable data about reports, outcomes, and sanctions. This information is collected only for statistical reporting as mandated by the Clery Act; no individuals or identifying details are revealed.

If a report of misconduct discloses a serious and continuing threat to the campus community, the University will issue a timely notification to protect the health or safety of the community as required by the Clery Act. The notification will not include identifying information about a reporting party.

All investigations and disciplinary processes are conducted in accordance with the requirements of Title IX, the Clery Act, the Violence Against Women Act (VAWA), the Family Educational Rights and Privacy Act (FERPA), state and local law, and University policy. Information about investigations and disciplinary processes will only be released in accordance with the law or University policy.

### **Annual Fire Safety Report & Residence Hall Fire Safety Policies**

The Higher Education Opportunity Act of 2008 and the Clery Act require institutions to annually report fire safety information to the United States Department of Education and to publish an annual fire safety report containing certain fire-related statistics and fire-related policy statements.

This report contains information regarding the fire safety practices and standards for Lesley University, including statistics concerning the number of fires, the cause of each fire, the number of injuries and deaths to a fire, and the value of the property damage caused by the fire. This report is available for review 24 hours a day on the Lesley University website. A physical copy may be obtained at the Public Safety Office, 34 Mellen Street, Wolfard Hall, Doble Campus.

A daily fire log is available for review 24 hours a day at the Public Safety Office, 34 Mellen Street. The fire log includes information about fires that occur in residential facilities, including the nature, date, time, and general location. A fire is defined as any instance of open flame or other burning in a place not intended to contain the burning or in an uncontrolled manner. If a fire occurs in a Lesley University building, community members should immediately pull the fire alarm, exit the building, and then immediately notify the Lesley University Public Safety Department at 617-349-8888. When calling, please provide as much information as possible about the location and cause of the fire (if known). If a community member finds evidence of a fire that has been extinguished, and the person is not sure whether Public Safety has already responded or been notified, the community member should immediately notify the Lesley University Public Safety Department to investigate and document the incident.

Lesley University takes fire safety seriously and has established fire safety programs for students living in on-campus residence halls. Fire evacuation plans have been developed for each resident hall and copies of these plans can be found on each floor by the exit stairwells. The University also has specific fire safety programs that target employees and contractors working on campus such as CPR training, fire extinguisher training, and first aid.

All of Lesley University resident halls are equipped with automatic fire detection, fire alarm, and fire suppression systems that are constantly monitored by the Public Safety Department.

#### **Fire Reporting Policy**

To report a fire on campus, immediately call 911 then Public Safety at 617-349-8888. If not already called, Public Safety will immediately contact the local fire department, and dispatch an officer to the scene to assist emergency responders. Pull stations are also located next to every egress door which, when activated, automatically contact the fire department and Lesley University Public Safety. Public Safety is staffed 24 hours a day.

#### **Fire Evacuation Policy**

When an alarm sounds, each person is required to immediately exit the building and assemble in the designated staging area for that campus to be accounted for by the Building Evacuation Coordinator. Individuals must follow the directions of the Building Evacuation Coordinator, Public Safety, or the Fire Department.

### **Fire Evacuation Preparedness**

Students are encouraged to prepare and keep available an emergency kit consisting of shoes, an outer garment, and a flashlight, and bring these items when they exit the building. Students should take their keys and cell phone as they exit in the event that their room doors are locked following a safety check.

For your own safety, it is imperative that you follow these procedures each time you hear a fire alarm:

- Do not ignore the alarm. Evacuate the building immediately.
- Do not panic, remain calm and proceed in an orderly manner.
- Follow the quickest evacuation route but do not use the elevator.
- Offer help to those needing assistance only if it is safe to do so (if you observe someone in need of assistance as you exit, be sure to alert Public Safety or the Fire Department).
- Once you are outside, move to the designated staging area and be sure you are accounted for.
- Await further instruction from Public Safety, the Building Evacuation Coordinator, or the Fire Department.
- Do not return to the building until officials tell you it is safe to do so. Silencing of the alarm does not imply the emergency is over.

### **Fire Safety Policy – Residence Halls**

Lesley University residence halls are equipped with a variety of features that are designed to detect, annunciate, stop, and/or suppress the spread of a fire. Tampering with fire safety equipment or violating any of the following safety rules is grounds for immediate disciplinary action, which may include, but is not limited to, immediate probation or suspension from the residence hall. A door can be the first line of defense against the spread of smoke or fire from one area to another. Some doors, such as fire doors in corridors or stairwells of resident halls, are designed to stand up to fire longer than those of an individual room. It is important that these doors are closed for them to work. Additionally, if a door has a device that automatically closes the door, if should not be propped open. Sprinklers are 98% effective in preventing the spread of fire when operating properly. Do not obstruct the sprinkler heads with materials like clothing hanging from the piping. Smoke detectors cannot do their job if they are disabled or covered by the occupant, which is a violation of University policy. Smoking is NOT PERMITTED in any Lesley University building.

### **Items Prohibited in the Residence Halls**

Students are not allowed to possess any of the following items in any residence hall:

- Candles and any other item that involves an open flame
- Incense and oil burners
- Appliances that do not meet current Underwriters Laboratories (UL) specifications
- Electrical appliances with heating elements
- Any device that involves the combustion of any kind of fuel (gasoline, kerosene, oil, wood, or any other fuel)
- Appliances that use over 1,000 watts of electricity (except for hair dryers)

### **Cooking**

All cooking in the residence halls must be done in the kitchen facilities and must always be attended to. Students who cause fires or trigger fire alarms repeatedly through use of kitchen facilities will be referred for disciplinary action.

### **Smoking**

The term "smoking" means inhaling, exhaling, lighting, burning, or carrying any lighted or heated cigarette, cigar, pipe, hookah, marijuana (including medical marijuana), or any other product or substance that is

intended for smoking. “Smoking” also includes the use of an electronic smoking device that creates a vapor, including e-cigarettes, e-cigars, e-pipes, e-hookahs, vape pens, etc. Smoking is not permitted anywhere in any residence hall, including individual rooms, lounges, hallways, stairways, and entryways. Smoking is not permitted in any University building and is only permitted in designated smoking areas outside. The South Campus is a non-smoking campus. Any student who causes a fire or triggers a fire alarm through use of cigarettes or other tobacco products will be referred for disciplinary action.

### **Fire Extinguishers**

Fire extinguishers are located next to every egress door. Fire extinguishers should only be used for their intended purpose and should not otherwise be removed from their assigned locations. Access to fire extinguishers must always remain unobstructed.

### **Fire Safety Inspections**

Residence Life staff routinely perform fire safety inspections of all areas within the residence halls, including student rooms. Fire extinguishers, smoke detectors and fire alarm sprinkler systems are checked by Physical Plant and by an independent company. The City of Cambridge also conducts annual inspections of all residence halls. Any fire safety violations that are discovered are promptly corrected.

### **Fire Drills**

Supervised fire drills are conducted in every University building twice a year. To ensure proper evacuation procedures, the first drill is announced while the second fire drill is unannounced. All drills are documented and supervised by Public Safety in conjunction with Physical Plant.

### **Fire Safety Education and Training Programs**

All resident students are required to attend a meeting in their residence hall at the beginning of the school year to discuss fire safety, fire evacuation, and rules/regulations of the residence hall.

Students are encouraged to review and become familiar with all safety-related rules in the Lesley University Student Handbook, which is given to all new students and posted online.

Community Advisors (CA) /professional staff team receive training in August, before the academic year, including training in fire safety procedures and how to react in an emergency.

Dining Hall workers receive fire safety training every August, before the academic year, and every January, before the spring semester.

### **Fire Log**

Public Safety maintains a fire log that records the nature, date, time, and general location of any fire that occurred in a residence hall. The fire log is organized by the date that the fire was reported. Public Safety records information on the fire log within two business days of receiving the information. The fire log for the most recent 60-day period will be open to public inspection at the Public Safety Office (34 Mellen, Doble Campus) during normal business hours. Public Safety will make available any portion of the fire log older than 60 days within two business days of the request.

### **Plans for Future Improvements in Fire Safety**

Lesley University continues to assess and upgrade fire safety equipment as an ongoing process to ensure that all equipment meets National Fire Safety standards. Future improvements will be made as needed as part of the ongoing assessment process.



### Fire Safety Systems in Residence Halls

Every residence hall at Lesley University has a wet sprinkler system throughout. The table below provides information by residence hall regarding fire safety, number of fire drills per year, fire detection, fire warning and fire control systems:

Residence Hall	Number of Fire Drills Conducted During the Year	Fire Detection (Centrally-Monitored Smoke Detectors)	Fire Warnings (Fire Alarms, which employ horns and strobe lights)	Fire Control (Wet Sprinkler System throughout, Fire Extinguisher located by egress doors on each floor, fire doors located at the ends of each hallway)
33 Everett – White Hall	Not in Use			
31 Mellen – Jenckes House	2	✓	✓	✓
1 Wendell St – 1663 Mass Ave	2	✓	✓	✓
3 Wendell St – 3 Wendell House	2	✓	✓	✓
30 Mellen – Doble	2	✓	✓	✓
61 Oxford – Kirkland House	2	✓	✓	✓
63 Oxford- Wendell House	2	✓	✓	✓
68 Oxford – Kris House	2	✓	✓	✓
78 Oxford – Wilbur House	2	✓	✓	✓
38 Mellen – Malloch Hall	2	✓	✓	✓
24 Mellen – Mellen House	2	✓	✓	✓
35 Mellen Street	2	✓	✓	✓
36 Mellen – MacKenzie Hall	2	✓	✓	✓
34 Mellen – Wolfard Hall	2	✓	✓	✓
1,3, 5,7 St John’s Road – Winthrop Hall	2	✓	✓	✓
99-4 Brattle – Lawrence Hall	2	✓	✓	✓
2, 4 St John’s Road – Kidder House	2	✓	✓	✓
6 St John’s Road – Rousmaniere	2	✓	✓	✓

## **Fire Statistics**

There were no fires in 2022, 2023 or 2024 in any of Lesley University's residence halls.

Appendix A: Emergency and Support Resources for Sexual Assault

<b>24 Hour Services/Resources</b>	
<b>Cambridge Police Department</b> <a href="http://www.cambridgema.gov/cpd">www.cambridgema.gov/cpd</a> 911/617-349-3300	
<b>Lesley University Public Safety Department – 24 hour Dispatch</b> <a href="http://www.lesley.edu/public-safety/">www.lesley.edu/public-safety/</a> 617-349-8888	
<b>Cambridge Police Sexual Assault Hotline</b> <a href="https://www.cambridgema.gov/cpd/policeunits/supportservicesdivision/sexualassaultunit">https://www.cambridgema.gov/cpd/policeunits/supportservicesdivision/sexualassaultunit</a> 617-349-3381	
<b>Cambridge Health Alliance Hospital*</b> <a href="http://www.challiance.org">www.challiance.org</a> 617-665-1429	
<b>Beth Israel Deaconess Hospital*</b> <a href="http://www.bidmc.org">www.bidmc.org</a> 617-667-8141 or 617-667-7000	
<b>Boston Area Rape Crisis Center (BARCC)*</b> <a href="http://www.barcc.org">www.barcc.org</a> 617-492-RAPE (7273) or 800-841-8371	
<b>Fenway Health LGBTQIA+ Helpline</b> <a href="http://www.fenwayhealth.org">www.fenwayhealth.org</a> 617-267-2535 (25 and under); 617-267-9001 (25+)	
<b>Planned Parenthood</b> <a href="http://www.plannedparenthood.org">www.plannedparenthood.org</a> 800-258-4448	
<b>988 Suicide and Crisis Lifeline</b> *These centers can perform sexual assault medical forensic exams within five days of a sexual assault.	
<b>On-Campus Support Services</b>	
Students	Employees
<b>Confidential Resource Provider</b> Yamileyka Rojas <a href="mailto:yrojas2@lesley.edu">yrojas2@lesley.edu</a> 617-349-8053	<b>Confidential Resource Provider (HR)</b> Kathleen George <a href="mailto:kathleen.george@lesley.edu">kathleen.george@lesley.edu</a> 617-349-8636
<b>Dean of Student Life</b> Nathaniel Mays <a href="mailto:nmays@lesley.edu">nmays@lesley.edu</a> 617-349-8539	<b>Confidential Resource Provider (HR)</b> Max Meristil <a href="mailto:Meristil@lesley.edu">Meristil@lesley.edu</a> 617-349-8416
<b>Student Counseling Center</b> <a href="mailto:counselingcenter@lesley.edu">counselingcenter@lesley.edu</a> 617-349-8545	<b>Confidential Resource Provider for Students and Employees:</b> Funmi Oyekunle <a href="mailto:funmi.oyekunle@lesley.edu">funmi.oyekunle@lesley.edu</a>
<b>Student Health Services</b> <a href="mailto:lesleyhealthservice@lesley.edu">lesleyhealthservice@lesley.edu</a> 617-349-8222	<b>Employee Assistance Program</b> <a href="https://lesley.edu/faculty-staff/human-resources/benefits/employee-assistance-program">https://lesley.edu/faculty-staff/human-resources/benefits/employee-assistance-program</a>

<b>Student Disability Services</b> <a href="http://www.Lesley.edu/disability-services/">www.Lesley.edu/disability-services/</a> 617-349-8572	<b>Human Resources Office</b> <a href="mailto:HR@lesley.edu">HR@lesley.edu</a> 617-349-8787
<b>Student Residential Life Services</b> <a href="mailto:reslife@lesley.edu">reslife@lesley.edu</a> 617-349-8585	
<b>Campus Complaints and Investigations</b>	
<b>Director of Title IX and Equal Opportunity Coordinator &amp; ADA/504</b> Valerie Yeakel <a href="mailto:equalopportunity@lesley.edu">equalopportunity@lesley.edu</a> 617-349-8643	
<b>Dean of Students</b> Nathaniel Mays <a href="mailto:nmays@lesley.edu">nmays@lesley.edu</a> 617-349-8539 or 617-894-2765	
<b>Human Resources Office</b> <a href="mailto:HR@lesley.edu">HR@lesley.edu</a> 617-349-8787	
<b>Government Agencies</b>	
<b>Massachusetts Commission Against Discrimination</b> <a href="http://www.Mass.gov/mcad">www.Mass.gov/mcad</a> 617-994-6000	
<b>Equal Employment Opportunity Commission</b> <a href="http://www.eeoc.gov">www.eeoc.gov</a> 617-565-3200	
<b>Middlesex District Attorney’s Office</b> <a href="http://www.middlesexda.com">www.middlesexda.com</a> 781-897-8300	
<b>Department of Education Office of Civil Rights</b> <a href="https://www2.ed.gov/about/offices/list/ocr/index.html">https://www2.ed.gov/about/offices/list/ocr/index.html</a> 617-289-0111	
<b>National and Local Resources/Victim Advocacy</b>	
<b>National Child Abuse Hotline</b> <a href="http://www.childhelp.org">www.childhelp.org</a> 617-727-3990	<b>National Teen Dating Abuse Hotline</b> <a href="http://www.loveisrespect.org">www.loveisrespect.org</a> 866-331-9474
<b>National Domestic Violence Hotline</b> <a href="http://www.ndvh.org">www.ndvh.org</a> 800-799-SAFE (7233)	<b>National Suicide Prevention Lifeline</b> <a href="http://www.suicidepreventionlifeline.org">www.suicidepreventionlifeline.org</a> 800-273-8255
<b>Rape, Abuse &amp; Incest National Network</b> <a href="http://www.rainn.org">www.rainn.org</a> 800-656-HELP (4673)	
<b>Legal, Immigration &amp; Financial Resources</b>	
<b>Greater Boston Legal Services</b> <a href="http://www.gbls.org">www.gbls.org</a> 617-371-1234	
<b>Harvard Legal Aid Bureau</b>	

<a href="http://www.harvardlegalaid.org">www.harvardlegalaid.org</a> 617-495-4408
<b>Victim Rights Law Center</b> <a href="http://www.victimrights.org">www.victimrights.org</a> 617-399-6720 x19
<b>Lesley Student Financial Aid</b> <a href="https://lesley.edu/departments-search/financial-aid-office">https://lesley.edu/departments-search/financial-aid-office</a> 617-349-8760
<b>Boston Area Rape Crisis Center (BARCC)</b> <a href="http://www.barcc.org">www.barcc.org</a> 617-492-RAPE (7273) or 800-841-8371

## Appendix B: Lesley University Sexual Misconduct Confidential and Private Reporting Resources

The University will treat information regarding sexual misconduct with sensitivity. However, all employees (other than those designated as confidential) are required to report any potential instance of sex discrimination or sexual misconduct that they learn about to the Director of Equal Opportunity/Title IX Coordinator so that appropriate steps can be taken to assist students and employees. The table below sets forth private and confidential resources on campus. Individuals listed as “private” resources will keep information as private as possible but are required to share information with the Equal Opportunity and Title IX Coordinator. If you are unsure whether someone is a private or confidential resource, you can ask them, or you can speak with the Director of Equal Opportunity/Title IX Coordinator.

	Information & Support about Resources and Lesley Policies and Procedure	Therapy/ Counseling	Interim or Supportive Measures under Lesley Procedure*	Places to file Complaints	Confidentiality Level
<b>Counseling Center</b> 617.349.8545 <a href="mailto:counselingcenter@lesley.edu">counselingcenter@lesley.edu</a>	YES	YES	NO	NO	Confidential
<b>Health Services</b> 617.349.8222 <a href="mailto:lesleyhealthservice@lesley.edu">lesleyhealthservice@lesley.edu</a>	YES	NO	NO	NO	Confidential
<b>Public Safety</b> 617.349.8888 <a href="mailto:publicsafety@lesley.edu">publicsafety@lesley.edu</a>	YES	NO	NO	YES	Private
<b>Confidential Resource Providers</b>  Yamileyka Rojas (Students) 617.349.8053 <a href="mailto:yrojas2@lesley.edu">yrojas2@lesley.edu</a>  Funmi Oyekunle (Students and Employees) <a href="mailto:funmi.oyekunle@lesley.edu">funmi.oyekunle@lesley.edu</a>  Max Meristil (Employees) 617.349.8416 <a href="mailto:meristil@lesley.edu">meristil@lesley.edu</a>  Kathleen George (Employees) 617.349.8636 <a href="mailto:kathleen.george@lesley.edu">kathleen.george@lesley.edu</a>	YES	NO	YES	NO	Confidential



<b>Director of Equal Opportunity and Title IX Coordinator &amp; ADA/504</b> 617.349.8643 <a href="mailto:equalopportunity@lesley.edu">equalopportunity@lesley.edu</a>	YES	NO	YES	YES	Private
<b>Dean of Student Life</b> 617.349.8539 or 617.894.2765 <a href="mailto:nmays@lesley.edu">nmays@lesley.edu</a>	YES	NO	YES	YES	Private
<b>Chief Human Resources Officer</b> 617.349.8785 <a href="mailto:mary-jane.mclaughlin@lesley.edu">mary-jane.mclaughlin@lesley.edu</a>	YES	NO	YES	YES	Private
Faculty Members	NO	NO	NO	NO	Private
Staff Members	NO	NO	NO	NO	Private

\*Examples of interim measures or supportive measures in Title IX sexual harassment matters include but are not limited to issuing a no-contact order; changing job or housing assignments; changing course scheduling; providing escorts; and increasing security in certain locations. Interim measures and supportive measures do not preclude formal discipline. For more information on interim or supportive measures, please review Lesley’s [Sex Discrimination and Sexual Misconduct Policy](#) or contact the Director of Equal Opportunity & Title IX Coordinator at [equalopportunity@lesley.edu](mailto:equalopportunity@lesley.edu).

## Appendix C: Emergency Procedures Checklist – Sexual Assault

**Director of Equal Opportunity and Title IX Coordinator & ADA/504:**

**Valerie Yeakel**

[equalopportunity@lesley.edu](mailto:equalopportunity@lesley.edu)

617.349.8643

### ***Emergency Procedures Checklist – Sexual Assault***

***If you have been a victim of sexual assault:***

<b>Action Item</b>
1. If you are willing, please provide your name, age, residence, contact information, and status at Lesley.
2. Please attend to your immediate physical and emotional wellbeing: a. Emergency hospital services b. Health Services on campus for undergraduate students c. Counseling Center services
3. If you choose to go to the hospital, a rape kit examination at the hospital is recommended. Preserving evidence of sexual assault, domestic violence, dating violence, or stalking may be important to future criminal, civil, or disciplinary proceedings.
4. If you are willing, please provide an identity and description of the alleged offender: a. Name, contact information, physical description b. Relationship to you
5. Attend to any immediate safety or transportation concerns. Lesley can contact the Public Safety Office and/or police to help arrange immediate safety or transportation, at your request.
6. You may wish to speak with Public Safety but are not required to. Public Safety can provide you with certain safeguards (for example, campus escort service).
7. Lesley can assist you in contacting Public Safety.
8. You may wish to speak with local police but are not required to. You have the option of obtaining judicial safeguards (for example, restraining orders) if you decide to speak with local police.
9. Lesley (e.g. Public Safety) will assist you in contacting police.

<b>Action Item</b>
<p>10. You are encouraged to notify parents, other relatives, friends, etc., to provide support.</p>
<p>11. You may contact any of the following people if you would like to implement interim measures or supportive measures pending the University’s investigation. Interim measures and supportive measures may include no-contact orders, job or class re-assignment, or other measures. In Title IX sexual harassment matters, you do not have to file a formal complaint, participate in a disciplinary process, or file a criminal complaint in order to ask the University to implement supportive measures.</p> <p>Valerie Yeakel            Director of Equal Opportunity/Title IX Coordinator &amp; ADA/504            Phone: 617.349.8643            Email: <a href="mailto:equalopportunity@lesley.edu">equalopportunity@lesley.edu</a></p> <p>Confidential Resource Provider for Students:            Yamileyka Rojas (Manager of USI Student Success and Head Women’s Volleyball Coach)            Phone: 617.349.8053            Email: <a href="mailto:yrojas2@lesley.edu">yrojas2@lesley.edu</a></p> <p>Confidential Resource Provider for Students and Employees:            Funmi Oyekunle (Director of Intercultural Affairs)            Email: <a href="mailto:funmi.oyekunle@lesley.edu">funmi.oyekunle@lesley.edu</a></p> <p>Confidential Resource Provider for Employees/Faculty:            Kathleen George (Human Resources Manager)            Phone: 617.349.8636            Email: <a href="mailto:kathleen.george@lesley.edu">kathleen.george@lesley.edu</a></p> <p>Confidential Resource Provider for Employees/Faculty:            Max Meristil (HR Benefits and Compensation Analyst)            Phone: 617.349.8416            Email: <a href="mailto:meristil@lesley.edu">meristil@lesley.edu</a></p>
<p>12. Lesley will investigate your report of sexual assault according to the applicable policy, either the Complaint Resolution Procedure or the Sex Discrimination and Sexual Misconduct Policy.</p>
<p>13. You will receive a copy of the Emergency and Support Resources list.</p>
<p>14. You will receive a copy of the applicable policies, which may include the Discrimination, Harassment, and Sexual Violence Policy, the Complaint Resolution Procedure, or the Sex Discrimination and Sexual Misconduct Policy.</p>

<b>Action Item</b>
15. Information will be handled discreetly and maintained in confidence as much as possible. You will receive a copy of a list of confidential resources.
16. Lesley forbids retaliation. Lesley will seek to protect you from retaliation for filing this report.

***If you have been accused of sexually assaulting someone:***

1. Do not contact the reporting person, whether directly or indirectly.
2. Lesley forbids you from taking any retaliatory action against the reporting person for filing a report or against any witnesses who participate in the investigation.
3. You are encouraged to notify parents, other relatives, friends, etc., to provide support.
4. Although not required, you are encouraged to notify parents, other relatives, friends, etc., to provide support.
5. Please be aware that in addition to participating in the University investigation, the reporting person may decide to talk with law enforcement about any misconduct that may constitute a crime.
6. You will receive a copy of the Emergency and Support Resources list.
7. You will receive a copy of the applicable policies, which may include the Discrimination, Harassment, and Sexual Violence Policy, the Complaint Resolution Procedure, or the Sex Discrimination and Sexual Misconduct Policy.
8. Information will be handled discreetly and maintained in confidence as much as possible. You will receive a copy of a list of confidential resources.
9. Supportive measures may be provided pending the University’s investigation (for example, no contact orders, job or class re-assignment, and other measures). You may contact either of the following people if you would like to discuss supportive measures:  Valerie Yeakel Director of Equal Opportunity/Title IX Coordinator & ADA/504 Phone: 617.349.8643 Email: <a href="mailto:equalopportunity@lesley.edu">equalopportunity@lesley.edu</a>  Confidential Resource Provider for Students: Yamileyka Rojas (Manager of USI Student Success and Lesley Head Women’s Volleyball Coach) Phone: 617.349.8053 Email: <a href="mailto:yrojas2@lesley.edu">yrojas2@lesley.edu</a>

Confidential Resource Provider for Students and Employees:  
Funmi Oyekunle (Director of Intercultural Affairs)  
Email: [funmi.oyekunle@lesley.edu](mailto:funmi.oyekunle@lesley.edu)

Confidential Resource Provider for Employees/Faculty:  
Kathleen George (Human Resources Manager)  
Phone: 617.349.8636  
Email: [kathleen.george@lesley.edu](mailto:kathleen.george@lesley.edu)

Confidential Resource Provider for Employees/Faculty:  
Max Meristil (HR Benefits and Compensation Analyst)  
Phone: 617.349.8416  
Email: [meristil@lesley.edu](mailto:meristil@lesley.edu)

10. Lesley will investigate the report according to the applicable policies. Sanctions for violating University policy can include dismissal from the University.

## Appendix D: Crime Definitions (Federal and State) and Clery Crime Hierarchy Counting Rules

### A) Clery Crime Hierarchy Counting Rules – FBI Uniform Crime Reporting Program

When counting multiple offenses, the FBI’s Uniform Crime Report Hierarchy Rule is used. Under this rule, when more than one Criminal Offense is committed during a single incident, only the most serious offense is counted. A single incident means that the offenses were committed at the same time and place. That is, the time interval between the offenses and the distance between the locations where they occurred were insignificant. Beginning with the most serious offense, the following list shows the hierarchy for Clery Act reporting:

- (1) Criminal Homicide
    - (1)(a) Murder and Non-Negligent Manslaughter
    - (1)(b) Manslaughter by Negligence
  - (2) Sexual Assault (Sex Offenses), which includes:
    - (2)(a) Rape
    - (2)(b) Fondling
    - (2)(c) Incest
    - (2)(d) Statutory Rape
  - (3) Robbery
  - (4) Aggravated Assault
  - (5) Burglary
  - (6) Motor Vehicle Theft
- Exceptions to the Hierarchy Rule: There are several exceptions to using the Hierarchy Rule when counting offenses. These exceptions apply to Arson, Sexual Assaults, Hate Crimes, and VAWA Offenses.
    - Arson is always counted regardless of the nature of any other offenses that were committed during the same incident. Always count the most serious offense along with the Arson when multiple offenses are committed during the same incident. Incidents where persons are killed as a direct result of Arson are counted as Murder and Non-Negligent Manslaughter and Arson or Manslaughter by Negligence and Arson.
    - If Rape, Fondling, Incest, or Statutory Rape occurs in the same incident as Murder, count both the Sexual Assault and the Murder. Fondling is recognized as an element of the other Sexual Assaults. Include a Sexual Assault as Fondling only if it is the only Sexual Assault. If Fondling occurs in the same incident as Murder, count both the Fondling and the Murder.
    - Hate Crimes are counted in the same manner that the offenses are when the offenses are not Hate Crimes except that the Hierarchy Rules do not apply to Hate Crimes. All of the offenses committed in a multiple-offense incident that are bias-motivated are counted.
    - The Hierarchy Rules do not apply to VAWA Offenses. Therefore, for any Criminal Offense, Hate Crime, arrest for Weapons, or Drug or Liquor Law Violations that are also VAWA Offenses, the Clery statistics reflect the original offense and the VAWA Offense. The only exception is when both Domestic Violence and Dating Violence are present in the same incident; then Domestic Violence is counted over Dating Violence.
    - If an individual is both arrested and referred for disciplinary action for an offense, only the arrest is counted. Arrests and referrals for these law violations are not covered by the Hierarchy Rule used to count Criminal Offenses. Therefore, arrests for Weapons or Drug Abuse and Liquor Law Violations are counted in addition to the most serious Criminal Offense when occurring in a single incident.



Clery crime statistic data is reported based on the calendar year in which a crime report is received by the Clery Act Compliance Coordinator (Captain of Public Safety) and/or the Lesley University Public Safety Department. The collection process of Clery crimes is facilitated by the Lesley University Public Safety Department Clery Act Compliance Coordinator, who works within the Lesley University Public Safety Department. Lesley University Campus Security Authorities (CSAs) report allegations of Clery Act crimes that have been reported in good faith. Any crime reported to a CSA must be immediately transmitted to the Lesley University Public Safety Department via email to Nicole O’Leary, Captain of Public Safety, at [noleary@lesley.edu](mailto:noleary@lesley.edu), via phone to (617) 349-8901, or delivered in-person at the Lesley University Public Safety Department located at 34 Mellen Street, Wolfard Hall, Cambridge, MA 02138. Additionally, Lesley University encourages all crimes to be reported directly to the Lesley University Public Safety Department, 24 hours per day, 7 days per week at (617) 349-8888. In any emergency, always dial 911.

All crime reports received by the Lesley University Public Safety Department are reviewed, classified, and analyzed by the Clery Act Compliance Coordinator (Captain of Public Safety) and undergo a multi-layer review process. Each crime report is then organized by crime offense according to the crime definitions and elements contained in the latest FBI Uniform Crime Report (UCR), Summary Reporting System (SRS) Manual, the FBI Hate Crime Reporting Handbook, and/or the FBI National Incident-Based Reporting System (NIBRS) Manual. Additionally, each crime report is organized by geographic location, according to the Clery Act geographic reporting definitions. Once classified, crimes are then tallied and placed in the appropriate Clery Act geographic section by year in which the crime was reported.

Clery Act geography locations include on-campus property (with subset location: on-campus student housing facilities), non-campus property, and public property, as defined.

Stalking offenses include a statistic for each year in which the stalking course of conduct is reported. Stalking reports are recorded as occurring either at the first location within the Clery Act Geography where the stalking course of conduct occurred or the location where the victim first became aware of the stalking course of conduct. It is not necessary for all activities in the course of conduct to occur on Clery Act geography in order to count the incident. A stalking incident in which only one or some of the activities took place on Clery Act geography must be included in the reported statistics. A single course of conduct may include varying stalking activities and may include acts covered over electronic communication (e.g. emails, texts, social media, etc.). When recording reports of stalking that include activities in more than one calendar year, a crime statistic for each and every year in which the course of conduct is reported to a local police agency or a CSA must be recorded.

Under the Clery Act, hate crime statistics are reported for Clery Act crimes as well as for the crimes of larceny-theft, motor vehicle theft, arson, simple assault, intimidation, and destruction/vandalism of property that has been committed based on the victim’s actual or perceived race, gender, gender identity, religion, sexual orientation, ethnicity, national origin, or disability. A hate or bias-related crime under Clery is not a separate, distinct crime. Rather, it is the commission of a criminal offense which is proven through investigation to be motivated by the offender’s bias. A crime is considered a hate crime if sufficient objective facts are present to conclude that the offender’s actions in whole or part were motivated by bias. Each case is assessed separately, and investigators are alert to misleading or feigned facts, meant to give false impression or bias. Investigators do not count an incident as a hate crime based on the victim’s perception alone. The Clery Act does not collect statistics regarding hate-motivated incidents (that are not otherwise deemed to be hate crimes). However, the Lesley University Public Safety Department does collect and maintain statistics on all reported hate/bias-motivated crimes and incidents, outside of Clery Act crime reporting requirements.

**B) Clery Act Crime Reportable Geography**

The Clery Act mandates the collection, classification, and reporting of crime reports that are then translated into Clery Act crime statistic data organized into specific geographic categories known as “Lesley University Clery Act Geography.” Below is a description of each Clery Act geographic location as it appears in the crime statistic tables. Please reference the [Lesley University Clery Act Geography Map](#) (page 16) for additional details on Clery Act geography.

- **On-Campus:** (i) any building or property owned or controlled by Lesley University 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 (ii) any building or property that is within or reasonably contiguous to the area identified in (i) of this definition, 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).
- **On-Campus Student Housing Facilities (subset of the On-Campus category):** any student housing facility that is owned or controlled Lesley University, or is located on property that is owned or controlled by Lesley University, and is within the reasonably contiguous geographic area that makes up the campus, is considered an on-campus student housing facility. The following communities have been identified as On-Campus Student Housing Facilities on the Lesley University campus:
  - 33 Everett – White Hall (currently offline for improvements)
  - 31 Mellen – Jenckes House
  - 1 Wendell St – 1663 Mass Ave
  - 3 Wendell St – 3 Wendell House
  - 30 Mellen – Doble
  - 61 Oxford – Kirkland House
  - 63 Oxford- Wendell House
  - 68 Oxford – Kris House
  - 78 Oxford – Wilbur House
  - 38 Mellen – Malloch Hall
  - 24 Mellen – Mellen House
  - 35 Mellen Street
  - 36 Mellen – MacKenzie Hall
  - 34 Mellen – Wolfard Hall
  - 1,3, 5,7 St John’s Road – Winthrop Hall
  - 99-4 Brattle – Lawrence Hall
  - 2, 4 St John’s Road – Kidder House
  - 6 St John’s Road – Rousmaniere
- **Non-Campus Building or Property:** (i) any Lesley University building or property owned or controlled by a student organization that is officially recognized by the institution; or (ii) 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 frequency 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.

### C) Clery Crime Definitions

The Clery Act applies the crime definitions from the Federal Bureau of Investigation's (FBI's) Uniform Crime Reporting (UCR) Program when classifying and counting Clery crimes. The definitions for *murder/non-negligent manslaughter, manslaughter by negligence, rape, robbery, aggravated assault, burglary, motor vehicle theft, weapon law violations, drug law violations, and liquor law violations* are derived from the Summary Reporting System (SRS) User Manual from the FBI's UCR Program. The definitions of *fondling, incest, and statutory rape* are from the National Incident-Based Reporting System (NIBRS) User Manual from the FBI's UCR Program. The definitions of *larceny-theft (except motor-vehicle theft), simple assault, intimidation, and destruction/damage/vandalism of property* are from the "Hate Crime Data Collection Guidelines and Training Manual" from the FBI's UCR Program. The definitions of *dating violence, domestic violence, and stalking* (for purposes of Clery Act crime statistics reporting) are from the Code of Federal Regulations (Clery Regulations) section 668.46(a). It should be noted that Clery crime definitions used in compiling Clery crime statistics are different than Massachusetts state crime definitions that may be used by law enforcement authorities and prosecutorial agencies and may also be different from Lesley University administrative policy definitions for certain crimes.

The Clery crime definitions and counting rules are as follows:

**Aggravated Assault:** An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury (includes attempts and whether or not an injury has occurred). This type of assault usually is accompanied by the use of a weapon or by means likely to produce death or great bodily harm. One offense per victim is counted. If a number of persons are involved in a dispute or disturbance, and the aggressors cannot be distinguished from the victims, the number of persons assaulted are counted as the number of offenses. An assault or attempt to kill or murder, poisoning (including the use of date rape drugs), assault with a dangerous or deadly weapon, maiming, mayhem, assault with explosives, and assault with disease are counted as aggravated assaults.

**Alcohol Law Violations:** The violation of state or local laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, or use of alcoholic beverages, not including driving under the influence and/or drunkenness, are counted as alcohol law violations.

**Arson:** Any willful or malicious burning or attempt to burn, with or without intent to defraud, a dwelling house, public building, motor vehicle or aircraft, or personal property of another, etc. (includes attempts). Only one offense for each distinct incident of arson is counted. At Lesley University, all of the evidence for any fire not known to be accidental (such as a cooking fire) is investigated by the Cambridge Fire Investigation Unit to make such determinations.

**Burglary:** The unlawful entry of a structure to commit a felony or a theft (this definition excludes burglary/thefts from vehicles). An incident must meet three conditions to be classified as a burglary: (1) there must be evidence of unlawful entry (trespass). Both forcible entry and unlawful entry – no force are counted. This means that the person did not have the right to be in the structure at the time the incident occurred; (2) the unlawful entry must occur within a structure (a structure is defined as having four walls, a roof and a door); and (3) the structure was unlawfully entered to commit a felony or theft. One offense per each distinct operation is counted. Burglaries in individual student rooms is considered a separate offense. For burglaries in suites, each bedroom and the common area in a student housing suite is considered a separate dwelling. The burglary of an academic structure is counted as one offense, regardless of the number of interior rooms entered or items stolen if the rooms were all burglarized during the same time frame. Burglary of a number of patient rooms during the same time frame is counted as a single offense.

**Dating Violence:** The term “dating violence” is defined as violence committed by a person:

- A. who is or has been in a social relationship of a romantic or intimate nature with the victim; and
- B. where the existence of such a relationship shall be determined based on the reporting party’s statement and with consideration for:
  - The length of the relationship.
  - The type of relationship.
  - The frequency of interaction between the persons involved in the relationship.

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:** The term “domestic violence” is defined as a felony or misdemeanor crime of violence committed (a) by a current or former spouse or intimate partner of the victim, (b) by a person with whom the victim shares a child in common, (c) by a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner, (d) by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred or by any other person against an adult or youth victim who is protected from that person’s acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.

**Drug Abuse Law Violations:** The violation of laws prohibiting the production, distribution and/or use of certain controlled substances and the equipment or devices utilized in their preparation and/or use. The unlawful cultivation, manufacture, distribution, sale, purchase, use, possession, transportation, or importation of any controlled drug or narcotic substance. Arrests for violations of state and local laws, specifically those relating to the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs. All drugs, without exception, that are illegal under local or state law where the institution is located is considered a drug law violation. All illegally obtained prescription drugs are considered drug law violations as well.

**Hate Crime:** A hate crime is a criminal offense committed against a person or property (any Part 1 Crime and additional crime below) which is motivated, in whole or in part, by the offender’s bias. Bias is a preformed negative opinion or attitude toward a group of persons based on their race, gender, gender identity, religion, sexual orientation, ethnicity, national origin, or disability based upon the perception that the person or group has one or more of those characteristics.

- Race. A preformed negative attitude toward a group of persons who possess common physical characteristics (e.g., color of skin, eyes, and/or hair; facial features, etc.) genetically transmitted by descent and heredity, which distinguish them as a distinct division of humankind (e.g., Asians, blacks, whites).
- Gender. A preformed negative opinion or attitude toward a group of persons because those persons are male or female.
- Religion. A preformed negative opinion or attitude toward a group of persons who share the same religious beliefs regarding the origin and purpose of the universe and the existence or nonexistence of a supreme being (e.g., Catholics, Jews, Protestants, atheists).
- Sexual orientation. A preformed negative opinion or attitude toward a group of persons based on their sexual attraction toward, and responsiveness to, members of their own sex or members of the opposite sex (e.g., gays, lesbians, heterosexuals).

- **Ethnicity/national origin.** A preformed negative opinion or attitude toward a group of persons of the same race or national origin who share common or similar traits, languages, customs and traditions (e.g., Arabs, Hispanics).
- **Disability.** A preformed negative opinion or attitude toward a group of persons based on their physical or mental impairments/challenges, whether such disability is temporary or permanent, congenital or acquired by heredity, accident, injury, advanced age, or illness.

Hate Crimes must be collected and reported according to the category of bias for all Clery Part 1 Crimes as well as Additional Crimes noted below. Hate crimes are not reported for Arrests/Disciplinary Referrals for Liquor, Drug, and Weapon law violations or Dating Violence, Domestic Violence and Stalking.

- Clery Part 1 Crimes:** Murder, Manslaughter, Sex Offenses (Rape, Fondling, Incest, Statutory Rape), Robbery, Aggravated Assault, Burglary, Motor Vehicle Theft, and Arson.
- Additional Crimes** that only apply to Clery statistics IF there is a finding of a hate crime bias based on investigation:
  - **Larceny-Theft:** The unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another. Examples include pocket picking, purse snatching, shoplifting, theft from building, and theft from motor vehicles.
  - **Simple Assault:** An unlawful physical attack by one person upon another where neither the offender displays a weapon, nor the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration or loss of consciousness.
  - **Intimidation:** To unlawfully place another person in reasonable fear of bodily harm through the use of threatening words and/or other conduct but without displaying a weapon or subjecting the victim to actual physical attack.
  - **Destruction/Damage/Vandalism of Property:** To willfully or maliciously destroy, injure, disfigure, or deface any public or private property, real or personal, without the consent of the owner or person having custody or control by cutting, tearing, breaking, marking, painting, drawing, covering with filth, or any other such means as may be specified by local law.

**Motor Vehicle Theft:** The theft or attempted theft of a motor vehicle. This applied to any self-propelled vehicle that runs on land surface and not on rails (includes all joy-riding incidents and attempts). One offense for each stolen vehicle is counted.

**Murder/Non-Negligent Manslaughter:** The willful (non-negligent) killing of one human being by another. Any death caused by injuries received in a fight, argument, quarrel, assault, or the commission of a crime is also counted as a murder/non-negligent manslaughter. One offense per victim is counted.

**Robbery:** The taking or attempting to take anything of value from the care, custody, or control of a person or persons by force or threat of force or violence and/or by putting the victim in fear. In any instance of Robbery, one offense for each distinct operation (i.e. incident) is counted, including attempts. The number of victims robbed, the number of those present at that robbery, and the number of offenders are not counted.

**Sexual Assault (Sex Offenses):** Any sexual act directed against another person, without consent of the victim, including instances where the victim is incapable of giving consent. Attempted sexual assaults of the following types are counted as statistics of crime. This definition includes male and female victims.

- a. Rape: Penetration, no matter how slight, or the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim. This definition includes any gender of victim or perpetrator. This definition of Rape now includes “Sodomy” and “Sexual Assault with an Object” crime definitions. One offense per victim is counted.
- b. Fondling: The touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity. One offense per victim is counted.
- c. Incest: Sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law. One offense per victim is counted.
- d. Statutory Rape: Sexual intercourse with a person who is under the statutory age of consent. One offense per victim is counted.

**Stalking:** The term “stalking” means engaging in a course of conduct (two or more acts) directed at a specific person that would cause a reasonable person to:

- A. fear for the person’s safety or the safety of others; or
- B. suffer substantial emotional distress.

*Course of conduct* means two or more acts, including, but not limited to, acts in which the stalker directly, indirectly, or through third parties, by any action, method, device, or means, follows, monitors, observes, surveils, threatens, or communicates to or about a person, or interferes with a person’s property.

*Reasonable person* means a reasonable person under similar circumstances and with similar identities to the victim.

*Substantial emotional distress* means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.

**Weapon Law Violations:** The violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, concealment, or use of firearms, cutting instruments, explosives, incendiary devices, or other deadly weapons. This classification encompasses weapons offenses that are regulatory in nature.

#### **D) Massachusetts State Law – Definitions of VAWA Crimes**

The Violence Against Women Reauthorization Act of 2013 amended the Clery Act to require that institutions publish in their annual security reports state law definitions of the following terms: domestic violence, dating violence, sexual assault, stalking, and consent. Massachusetts statutory law does not expressly define these terms. However, the terms “domestic violence,” “dating violence,” “sexual assault,” and “stalking” all describe conduct prohibited under Massachusetts law. The term “consent,” although not expressly defined, is an element of the crimes of rape and indecent assault and battery as defined below.

#### **Dating Violence and Domestic Violence**

Under Massachusetts law, acts of domestic/dating violence are deemed “abuse” under Mass. Gen. Laws c. 209A, §1 and are defined as the occurrence of one or more of the following acts between family or household members: (1) attempting to cause or causing physical harm; (2) placing another in fear of imminent serious physical harm; or (3) causing another to engage involuntarily in sexual relations by force, threat of force, or duress.



The terms “family” or “household members” are defined as persons who: (a) are or were married to one another; (b) are or were residing together in the same household; (c) are or were related by blood or marriage; (d) have a child in common regardless of whether they have ever been married or lived together; or (e) are or have been in a substantive dating or engagement relationship, which shall be adjudged by District, Probate or other courts in consideration of the following factors: (i) the length of the relationship; (ii) the type of relationship; (iii) the frequency of interaction between the parties; and (iv) if the relationship has been terminated by either person, the length of time elapsed since the termination of the relationship.

### **Sexual Assault**

The crimes of **rape, indecent assault and battery, incest, and statutory rape** are forms of **sexual assault** under Massachusetts law.

**Rape:** Compelling a person to engage in sexual intercourse or unnatural sexual intercourse by force and against his/her will or by threat of bodily injury. See Mass. Gen. Laws c. 265, § 22.

**Indecent Assault and Battery:** Engaging in physical contact of a sexual nature with a person where such contact is made without the person’s consent. See Mass. Gen. Laws c. 265, § 13H.

**Incest:** Intermarrying, sexual intercourse, or sexual activities between persons within degrees of consanguinity. See Mass. Gen. Laws c. 272, §17.

**Statutory Rape:** Non-forcible sexual intercourse with a person who is under the age of 16 years. See Mass. Gen. Laws c. 265, §23.

### **Stalking**

Under Massachusetts law, an individual engages in stalking if s/he: 1) willfully and maliciously engages in a knowing pattern of conduct or series of acts over a period of time directed at a specific person which seriously alarms or annoys that person and would cause a reasonable person to suffer substantial emotional distress; and 2) makes a threat with the intent to place the person in imminent fear of death or bodily injury. See Mass. Gen. Laws c. 265, §43.

In addition, Massachusetts prohibits repeated telephonic or other electronic communications (whether directly or indirectly) with a person for the sole purpose of harassing, annoying or molesting the person or the person’s family, whether or not conversation ensues, and further prohibits repeated telephonic or other electronic communication directed at a person where such communication contains indecent or obscene language. See Mass. Gen. Laws c. 269, §14A.

### **Consent**

Although Massachusetts law does not contain a statutory definition of consent, reference is made to the definitions of “rape” (Mass. Gen. Law. c, 265, § 22) and “indecent assault and battery” (Mass. Gen. Laws c. 265, §13H), both of which provide that “lack of consent” is an element of the crime.

### **E) VAWA Offenses – Clery Act Definitions**

**Domestic Violence (Clery Act Definition under Section 668.46(a)):** The term “domestic violence” includes felony or misdemeanor crimes of violence committed by (a) a current or former spouse or intimate partner of the victim, (b) by a person with whom the victim shares a child in common, (c) by a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner, (d) by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred (e) or by any other person against an adult or youth victim who is protected from that person’s acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.

**Dating Violence (Clery Act Definition under Section 668.46(a)):** Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. (i) The existence of such a relationship shall be determined based on the reporting party's statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship. (ii) For the purposes of this definition – (A) Dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse. (B) Dating violence does not include acts covered under the definition of domestic violence. (iii) For the purposes of complying with the requirements of this section and § 668.41, any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.

**Stalking (Clery Act Definition under Section 668.46(a)):** (i) Engaging in a course of conduct directed at a specific person that would cause a reasonable person to – (A) Fear for the person's safety or the safety of others; or (B) Suffer substantial emotional distress.

**Sexual Assault (Clery Act Definition under Section 668.46(a)):** An offense that meets the definition of Rape, Fondling, Incest, or Statutory Rape as used in the FBI's Uniform Crime Report program.

### **Additional Definitions:**

**Business day:** Monday through Friday, excluding any day when the institution is closed.

**Campus:** (i) 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 (ii) Any building or property that is within or reasonably contiguous to the area identified in paragraph (i) of this definition, 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).

**Campus Security Authority (CSA):** This term encompasses the following four groups of people: (i) a campus police department or a campus security department of an institution. (ii) Any individual or individuals who have responsibility for campus security but who do not constitute a campus police department or a campus security department under paragraph (i) of this definition, such as an individual who is responsible for monitoring entrance into institutional property. (iii) any individual or organization specified in an institution's statement of campus security policy as an individual or organization to which students and employees should report criminal offenses. (iv) an official of an institution who has significant responsibility for student and campus activities, including, but not limited to, student housing, student discipline, and campus judicial proceedings. If such an official is a pastoral or professional counselor as defined below, the official is not considered a Campus Security Authority when acting as a pastoral or professional counselor.

**Lesley University Clery Act Geography:** (i) For the purpose of collecting statistics on the crimes listed in paragraph (c) of this section for submission to the Department and inclusion in an institution's annual security report, Clery geography includes – (A) Buildings and property that are part of the institution's campus; (B) The institution's non-campus buildings and property; and (C) Public property within or immediately adjacent to and accessible from the campus. (ii) For the purposes of the crime log required in paragraph (f) of this section, Clery geography includes, in addition to the locations in paragraph (i) of this definition, areas within the patrol jurisdiction of the campus public safety department.

**Federal Bureau of Investigation's (FBI) Uniform Crime Reporting (UCR) Program:** Nationwide, cooperative statistical effort in which city, University and college, county, State, Tribal, and federal law enforcement

agencies voluntarily report data on crimes brought to their attention. The UCR program also serves as the basis for the definitions of crimes in the Clery Act and the requirements for classifying Clery Act crimes.

**Hierarchy Rule:** A requirement in the FBI's UCR program that, for purposes of reporting crimes in that system, when more than one criminal offense was committed during a single incident, only the most serious offense be counted.

**Non-Campus Building or Property:** (i) any building or property owned or controlled by a student organization that is officially recognized by the institution; or (ii) 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.

**Pastoral Counselor:** A person who is associated with a religious order or denomination, is recognized by that religious order or denomination as someone who provides confidential counseling, and is functioning within the scope of that recognition as a pastoral counselor.

**Professional Counselor:** A person whose official responsibilities include providing mental health counseling to members of the institution's community and who is functioning within the scope of the counselor's license or certification.

**Programs to Prevent Dating Violence, Domestic Violence, Sexual Assault, and Stalking:** (i) Comprehensive, intentional, and integrated programming, initiatives, strategies, and campaigns intended to end dating violence, domestic violence, sexual assault, and stalking that – (A) Are culturally relevant, inclusive of diverse communities and identities, sustainable, responsive to community needs, and informed by research or assessed for value, effectiveness, or outcome; and (B) Consider environmental risk and protective factors as they occur on the individual, relationship, institutional, community, and societal levels. (ii) Programs to prevent dating violence, domestic violence, sexual assault, and stalking include both primary prevention and awareness programs directed at incoming students and new employees and ongoing prevention and awareness campaigns directed at students and employees, as defined in paragraph (j)(2) of this section.

**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.

**Referred for Campus Disciplinary Action:** The referral of any person to any campus official who initiates a disciplinary action of which a record is kept and which may result in the imposition of a sanction.

**Test:** Regularly scheduled drills, exercises, and appropriate follow through activities, designed for assessment and evaluation of emergency plans and capabilities.

**Awareness Programs:** Community-wide or audience-specific programming, initiatives, and strategies that increase audience knowledge and share information and resources to prevent violence, promote safety, and reduce perpetration.

**Bystander Intervention:** Safe and positive options that may be carried out by an individual or individuals to prevent harm or intervene when there is a risk of dating violence, domestic violence, sexual assault, or stalking. Bystander intervention includes recognizing situations of potential harm, understanding institutional structures and cultural conditions that facilitate violence, overcoming barriers to intervening, identifying safe and effective intervention options, and taking action to intervene.

**Ongoing Prevention and Awareness Campaigns:** Programming, initiatives, and strategies that are sustained over time and focus on increasing understanding topics relevant to and skills for addressing dating violence, domestic violence, sexual assault, and stalking, using a range of strategies with audiences throughout the institution.

**Primary Prevention Program:** Programming, initiatives, and strategies informed by research or assessed for value, effectiveness, or outcome that are intended to stop dating violence, domestic violence, sexual assault, and stalking before they occur through the promotion of positive and healthy behaviors that foster healthy, mutually respectful relationships and sexuality, encourage safe bystander intervention, and seek to change behavior and social norms in healthy and safe directions.

**Risk Reduction:** Options designed to decrease perpetration and bystander inaction, and to increase empowerment for victims in order to promote safety and to help individuals and communities address conditions that facilitate violence.