

Castleton State College is located in a rural town about ten miles west of Rutland, Vermont. The local area has about 4500 full-time residents spread throughout a large area. The town is patrolled by both state and local police.

At Castleton we are fortunate to live in a community where crime is not widespread. The problem we face is the education of those who may have the false impression that Castleton is crime free. As with other colleges and communities, crime is always present. Controlling the amount of crime takes the assistance of all who wish to enjoy Castleton’s unique setting. Report any crime or suspicious activity immediately to the Department of Public Safety. Reporting criminal activity is the only means to identify and attempt to reduce crime.

The College encourages all members of the Castleton State College community to become familiar with Castleton’s security policies and procedures and to become more safety conscious.

**Reporting Emergencies**—All members of the Castleton State College community must report all emergencies and criminal incidents to the Public Safety Department (ext. 1215), or to their Area Coordinator, Community Advisor, or the Dean of Student’s Office. Local emergency services, including police, fire, and ambulance may be reached by dialing 911. Castleton Public Safety officers carry portable radio telephones enabling them to be contacted immediately in the event of an emergency.

All students have telephone service in their residence hall rooms which may be used to request emergency services or to report a criminal incident. Telephones are also located on each floor and in the lobbies of the residence halls and every building on campus excluding the Woolridge House. Blue light emergency phones are placed throughout the campus. They will connect you directly to Public Safety.

**The Public Safety Department**—Castleton’s Public Safety Department coordinates and monitors campus safety and security policies and procedures. The department is staffed by five full-time, and one part-time security officers plus student officers who may be identified by their uniforms. The department is located in a white building on South Street across from Ellis Hall and may be reached by dialing extension 1215. Public Safety officers patrol campus 24 hours a day, and provide escorts, upon request, to members of the campus community.

Public Safety officers are unarmed and do not possess

police arrest powers but utilize citizen’s arrest authority when needed. Public Safety officers do have the authority to enforce all Castleton State College rules and regulations.

The Department of Public Safety works hand in hand with law enforcement agencies. All incident or crime reports are filed with the appropriate agency and followed up with joint investigations. All arrests on campus are similarly made by the appropriate agency with the full cooperation of the Department of Public Safety. Law enforcement agencies include: Castleton Police Department; Vermont State Police (Castleton outpost); Rutland County Sheriff’s Office; State’s Attorney’s Office, Rutland County; and Vermont Department of Liquor Control.

**Campus Crime Statistics** – In accordance with the Federal Student Right-To-Know and Campus Security Act/Cleary Act (S.580) of 1990 as amended in 1998, and 2000 each institution of higher education is required to annually prepare a Uniform Campus Crime Report (UCR) consistent with the FBI’s Uniform Crime Reporting (UCR) system. The report reflects the crime statistics on the property of the institution for the proceeding calendar year. The statistical crime categories to be reported are: murder, forcible sex offense, non-forcible sex offense, manslaughter, arson, robbery, aggravated assault, burglary, motor vehicle theft, and arrests only for campus liquor law violations, drug abuse violations, and weapons possessions.

Reported Offense	'02	'03	'04	'05
1. Murder	0	0	0	0
2. Manslaughter	0	0	0	0
3. Arson	1	0	0	0
4. Sex Offense; Forcible	2*	1*	1*	1*
Non-forcible	0	0	0	0
5. Robbery	0	0	0	0
6. Aggravated Assault	0	0	0	1
7. Burglary	2	0	0	1
8. Motor Vehicle Theft	0	0	0	0
9. Alcohol Violation	92	147	116	97
10. Drug Violation	25	22	27	26
11. Weapons Possession	0	0	1	0

\*No evidence of “hate crime” based on race, religion, sexual orientation, or ethnicity.

\*\*Beginning in 1998, new reporting requirements mandated the inclusion of reportable campus disciplinary actions involving alcohol/drugs plus campus alcohol/drug arrests by police.

Additional information concerning crime statistics, crime prevention, and security practices is available from the Department of Public Safety, Castleton State College, Castleton, VT 05735 or by calling (802)-468-1399.

College policies on student conduct, due process, alcohol, drugs, sexual assault, and other matters are available from the Office of the Dean of Students.

**Campus Facilities**—The campus buildings and facilities are open to the campus community and to guests and visitors during normal business hours, Monday-Friday and for limited designated hours in the evenings and on weekends.

**Residence Halls** – The residence halls are normally locked 24 hours a day with a computer-access control system. Residence hall staff are available in each hall from 9:00 PM to 8:00 AM.

**Accommodations**—All alleged victims will be offered alternative housing and academic accommodations to create a safe environment for them to continue at the college. These accommodations may include temporary exclusion of the alleged perpetrator until adjudication is complete if the situations warrant this remedy.

**Drug/Alcohol Abuse** – Castleton State College is concerned about violations of state and college liquor regulations. In Vermont the legal drinking age is 21. Any person under 21 who purchases alcoholic beverages, procures alcoholic beverages, willfully misrepresents his/her age, alters, or falsifies his/her I.D. with intent to purchase alcohol is a crime.

The college does not allow open containers or the consumption of alcoholic beverages in public. “In public” means on college property, walkways, roadways, athletic fields or facilities, and academic facilities, or any area not previously approved by the college. Violators may be asked to dump contents on the ground, warned, face college disciplinary actions, or be reported to the police. The manufacture, sale, distribution, or use of illegal drugs is not tolerated.

### SEX OFFENSES

The College’s standard for appropriate sexual behavior is that each participant has consented freely and without impairment to the specific sexual activity. In the normal course of sexual activity, permission should be requested and consent given before sexual activity begins. Every person

has the right to and should clearly state their preference not to participate in sexual activity without threats, coercion, or fear of harm. Violation of the College’s standard of behavior can be considered sexual misconduct, sexual assault, or rape depending on the specific activities.

**Definitions**—Sexual assault, rape, and sexual misconduct are violations of the policies of Castleton State College and state law. The college is committed to taking action against those who violate these policies and laws (Vermont Statutes Annotated, title 13, Sections 3252, 3253, 3254); assisting victims; and educating the college community about the seriousness, control, and prevention of these crimes.

Intentional sexual contact without consent of the other person is either sexual assault, rape, or sexual misconduct (unwanted sexual contact). These violations may involve threats, coercion, or fear of eminent harm. Sometimes these situations occur when drugs including alcohol impair the ability of a person to give consent, or have personal control. Impaired people can not give consent and impairment is not an excuse for committing sexual misconduct, sexual assault, or rape. On a college campus, these situations can occur between students who may know each other or even have a close relationship. Regardless of prior relationship, sexual contact should not occur without consent of the individual.

**Sanctions** – Anyone found, through the college disciplinary processes, or the Vermont State Colleges Sexual Harassment policy #311 to have violated this policy can face sanctions up to and including suspension or dismissal from the college. In addition, any charges brought in state courts carry penalties of up to life imprisonment and a \$50,000 fine, or both.

**Disciplinary Process** – All alleged violations when adjudicated through the college will use either the All-College Judicial Committee (detailed in the *Castleton State College Handbook* 2006-2007, page 10) or the Vermont State Colleges policy #311 (detailed in the *Castleton State College Handbook* 2006-2007, pages 29 and 30) at the choice of the alleged victim. In either process both parties are entitled to have an advisor and both are informed of the outcome of the disciplinary process.

**Official Reporting** – Everyone is strongly encouraged to report violations. If the situation is reported to any official at the College (Dean, Area Coordinator, Public Safety Of-

ficer, etc.), the general information will become part of the College's crime statistics (names not included). Even after reporting it to a College official, one may still decide what, if any, further action s/he would like to take. However, if one chooses to pursue official action:

1. S/he may report it to the state or local police who will investigate the situation and/or;
2. S/he may report it to the Dean of Students or the Director of Public Safety who will investigate it and follow through with appropriate judicial procedures, as outlined in the *College Handbook* or;
3. S/he may report it to the administrator for the College's sexual harassment policy for adjudication under the VSC policy #311 on sexual harassment.
4. S/he can choose not to request official action at the time. This does not preclude requesting action at a future date, although the process of adjudication becomes more difficult over time.

**Victims**—Rape, sexual assault or sexual misconduct often create a difficult emotional issues for the victim. The following are important steps for a victim to take.

1. Get to a safe place as soon as possible. Contact a trusted person for support. Use advocates like an Area Coordinator, Wellness Center professional staff (x 1313, 1314, 1346), Public Safety, College advisor, the Assistant Dean for Campus Life, the Rutland County 24-Hour Rape Crisis Line (1-800-489-7273, or 1-800-228-7395, or 775-3232), or talk with parents or a trusted friend.
2. The victim should not wash, go to the bathroom, or change clothing, if it can be avoided. This will help to preserve physical evidence, should s/he decide to take legal action. If one must change clothing, put all of the clothing worn at the time of the assault in a paper bag, not plastic.
3. Seek medical attention as soon as possible. This will insure the victim is medically stable and evidence can be collected, should s/he decide to take legal action (no action is required).
4. Decide what actions you would like to take (See official reporting).

### SAFETY TIPS

It is essential that every member of the Castleton community is involved in and cooperates with security policies and programs. The success of the College's efforts largely depends upon the cooperation of students and employees. All students and employees must accept responsibility for their own personal safety and the security of their personal possessions by taking simple common sense precautions. For example, students are advised to use the escort service or to travel in groups when walking around campus late at night. Residence hall room doors and office doors should be locked at night or when the room is unoccupied. Vehicles should be locked at all times and any valuables stored in vehicles should be locked in the trunk. All motor vehicles parked on campus should possess a college parking decal. Bicycles should be kept locked at all times. Additionally, all members of the campus community should immediately report any criminal acts and any suspicious looking individuals or unusual incidents occurring on campus to appropriate college officials.

**Lost and Found** – Property lost or found should be turned into the Public Safety Office.

**Violent Crime Notification** – Emergency Advisories are posted as soon as possible after a serious incident has occurred warning the campus of a potential danger. Names and specific locations are not posted on the Advisories, but details such as description of the assailant, suspect vehicle, and last known location are all posted. These advisories will be distributed and posted in all residence halls, Huden Dining Hall, the Campus Center, and other areas used by many students, and through campus email.

### CAMPUS PROGRAMS AND SERVICES

The Department of Public Safety, along with other departments and agencies, offers an array of programs to help recognize and reduce crime. A brief explanation of some of the programs follows. For more information, contact the Public Safety Office.

**Escort Service** – Public Safety is available to escort any person on campus requesting the service. Dial ext. 1215 or utilize emergency call boxes located in the visitors parking lot.

**Films & Lectures** – A variety of films and lectures are presented each semester. Programs range from victim awareness to crime prevention and often call on the services of outside speakers and instructors.

**Counseling** – The college offers developmental counseling, assessment and referrals. The entire college community may use the counseling services in the Wellness Center located in the gray house in the middle of campus. The ext. is 1314.

**Sexual Assault Education** – The college provides educational programs to encourage an atmosphere of respect and trust and to make the community aware of the problem of rape, including acquaintance rape and other sex offenses. The programming also works to empower victims to come forward.

**Alcohol & Drug Abuse Education** – The office of Student Life and Wellness Center offers programs on the topics. The extensions are 1346 and 1314.

### PUBLIC SAFETY STAFF:

- Bob Godlewski, Director of Public Safety
- Bill Duczeminski, Full-time Officer
- Tom Scheck, Full-time Officer
- Tom Holland, Full-time Officer
- Michael Gagner, Full-time Officer
- David Stockdale, Full-time Officer
- Andy Brown, Part-time Officer

Faye Colm, Administrative Assistant

The Public Safety Department includes student officers and student switchboard operators.

# Campus Safety Security Report

A Guide  
to  
Campus Crime Prevention  
and  
Awareness for 2006-2007

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Campus security  
dial ext. 1215 or 468-1215

### Emergencies

Fire	911 or 468-5560
Police	911 or 468-5012
Ambulance	911
Crisis Hotline	775-1000

For non-emergency calls to  
Public Safety, dial ext. 1399.

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