

# **New College of Florida**



## **2024 Annual Security Report and Fire Safety Report**

## From the Chief of Police

The New College of Florida Police Department is a certified Law Enforcement Agency regulated by the Florida Department of Law Enforcement and Florida State Statute. We provide a full range of police services to New College of Florida and University of South Florida Sarasota-Manatee as a shared service.

The New College of Florida Police Department enjoys a strong relationship with campus personnel, student government, and community law enforcement partners. Our officers are a visible presence on campus and provide a wide range of police services beyond those of traditional law enforcement agencies.

The goal of our department is to work with the community to provide a safe and secure environment that allows students to achieve their academic goals and enjoy the college experience. This means offering a variety of crime prevention efforts, ensuring vehicular and pedestrian traffic safety, assisting in special events coordination, and providing reliable, high-quality law enforcement services.

Please take a moment to review the resources available on our website ([www.ncf.edu/departments/campus-police/](http://www.ncf.edu/departments/campus-police/)), including, but not limited to, our Annual Security Reports prepared in accordance with the Clery Act and the Violence Against Women Act; crime prevention programs; and more.

Safety is everyone's responsibility. We encourage you to contact the New College of Florida Police Department, whether it is to report a crime, request training, or make suggestions as to how we can work together to make our institution a safer place to work and learn. I encourage you to use this Annual Security Report to keep you and the entire community safe. Welcome to New College of Florida.

Sincerely,



Jennifer Coley

Chief of Police

New College of Florida Police Department

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# Annual Security Report and Crime Statistics

The New College of Florida Police Department prepares this report to comply with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, formerly the Crime Awareness and Campus Security Act of 1990. Information and statistics are compiled from information maintained by the New College of Florida Police Department, other College officials and Campus Security Authorities such as Student Affairs and Residential Life, and information provided by other law enforcement agencies.

This report provides statistics for the previous three calendar years of selected reported crimes that occurred on campus, in certain off-campus buildings, or property owned, leased or controlled by the College. This report also includes security policies and procedures and information on the basic rights guaranteed survivors of sexual assault.

This report is provided to you as part of New College of Florida's commitment to safety and security on campus. It contains information on a variety of security services and programs available to you.

It also notifies the College community of important safety programs and security procedures. This report is designed to provide an overview of the Campus Police Department, as well as information regarding other safety and security measures that have been instituted by the College.

The College distributes a notice of the availability of this Annual Security Report by October 1 of each year. Anyone, including prospective students and employees, may obtain a paper copy of this report by contacting the Campus Police Department at (941) 487-4210 or by visiting [ncf.edu/departments/campus-police/reports/](http://ncf.edu/departments/campus-police/reports/).

The New College of Florida Police Department also maintains a Crime and Fire Log that is available for public inspection. All entries, additions, or modifications to the Crime and Fire Log are made within two business days of the report of the information to New College of Florida Police Department, unless the disclosure is prohibited by law or would jeopardize the confidentiality of a victim. Information may be withheld if there is clear and convincing evidence that the release of the information would jeopardize an on-going criminal investigation or the safety of an individual, cause a suspect to flee or evade detection, or result in the destruction of evidence. Once the adverse effect is no longer likely, the information will be made available.

The Crime and Fire Log is available for public inspection 24 hours a day at the New College of Florida Police Department.

*This publication is required by the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act. This document is intended to inform the College community of New College of Florida's safety programs and security procedures.*

# Campus Law Enforcement

The New College of Florida Police Department's mission is to protect life and property; to identify and prevent any criminal activity that may occur; to apprehend and assist in the prosecution of any person who commits a crime on our campus; and to seek to identify community problems and solutions to those problems, so as to improve the overall quality of life in this community.

The department has three key tenets: integrity, professionalism, and respect. We uphold these values in our interactions with all people. After all, we serve a diverse community and we **are** part of the community.

To accomplish our mission, we seek to do the following:

- Provide a safe environment in which the community can work and live;
- Provide service in a manner that demonstrates respect and dignity to all people;
- Treat all persons fairly and equally; and
- Commit to the development of our employees' knowledge, skills, and abilities.

**Integrity** requires dedication to doing the right thing. It is the faithful adherence to the Law Enforcement Code of Ethics, but it does not stop there. Officers must be not only prepared to enforce the law, but to follow it. No other factor weaves such a powerful web through every aspect of policing. The badge is a symbol of trust and the people who wear it must conduct themselves both on and off duty in a manner that reflects the ethical standards consistent with the mission and values of the agency and community they serve.

**Professionalism** involves objective implementation of policy and procedures without political influence; specialized knowledge; honesty; and public accountability.

**Respect** involves the reciprocity of fair treatment between the police and the public we serve. It's earned by being accountable to enact fair procedures and sustained by maintaining them over time.

The New College of Florida Police Department proudly serves New College of Florida (NCF) and University of South Florida (USF) Sarasota-Manatee campus. The police department is located at 501 College Drive, on the New College of Florida campus. The department provides a full range of police services 24 hours a day, throughout the year. All police officers are certified by the State of Florida in accordance with Florida State Statute, Chapter 943. All sworn officers have the right to arrest, in accordance with the laws of this state, on campus or within 1,000 feet of any property controlled by the University.

General services provided include mobile and foot patrol, criminal investigation of all misdemeanors and felony crimes committed on campus, traffic enforcement, crash investigations, emergency response for all types of emergencies, and administering lifesaving and crime prevention programs.

New College of Florida also has a Community Safety Aide Program. The Community Safety Aides are non-sworn employees providing support to the sworn law enforcement officers of the New College of Florida Police Department. Their various duties include but are not limited to: crime prevention, safety patrol, escorts, as well as other non-law enforcement duties throughout the campus.

The department has an excellent working relationship with all federal, state, and local law enforcement agencies, which assures the delivery of professional police services. The department has combined voluntary cooperation and operational mutual aid agreements with all Manatee and Sarasota County law enforcement agencies as well as all State University Police Departments. All agencies are available to assist upon request. Communications and coordination with all agencies are maintained via computer, radio, and telephonic communication capabilities.



## Reporting Crimes and Other Emergencies

### Reporting to the Police

We encourage all members of the campus community to report all crimes and other emergencies to the New College of Florida Police Department immediately. If you are a witness or victim of a crime, it is important to report the crime so you can get help and support. In addition, by telling the police what you know, you may help solve this and other crimes or prevent others from becoming victims in the future. You should talk to the police if you know about a crime that has been committed or might be committed, someone who was involved in committing a crime, someone who has threatened you or another person or threatened to commit a crime, or about any other activities you think may be criminal. Crimes that occur on college property should be reported to the



New College of Florida Police Department. If you are uncertain if the location was on campus or circumstances require immediate intervention, call **9-1-1** and officers will respond to make sure everyone is safe.

Any emergency involving a threat to life or property should be reported immediately to the New College of Florida Police Department. The caller should stay on the line until the dispatcher terminates the call. Do not hang up. Emergency police, fire, or other medical assistance can be obtained by calling **9-1-1**. All campus phones may be used to dial **9-1-1**. All other business with Police can be conducted by contacting the New College of Florida Police Department using the following contact information:

<b>Police Dispatch</b>	<b>(941) 487-4210</b>
<b>Chief Jennifer Coley</b>	<a href="mailto:jcoley@ncf.edu">jcoley@ncf.edu</a>
<b>Captain Kelley Masten</b>	<a href="mailto:kmasten@ncf.edu">kmasten@ncf.edu</a>
<b>Department Location</b>	501 College Drive Sarasota, Florida 34243
<b>Mailing Address</b>	5800 Bay Shore Road Sarasota, Florida 34243
<b>Webpage</b>	<a href="https://www.ncf.edu/departments/campus-police/">https://www.ncf.edu/departments/campus-police/</a>

#### **Sarasota County Sheriff's Office**

<https://www.sarasotasheriff.org/>

9-1-1 (Emergency)

941-861-5800 (non-emergency)

#### **Sarasota Police Department**

<https://www.sarasotapd.org/>

9-1-1 (Emergency)

941-316-1199 (non-emergency)

For the purpose of ensuring that accurate and up-to-date crime and safety information is reported to all New College of Florida constituencies, the New College of Florida Police Department works closely with Student Affairs, Counseling and Wellness Services, Residential Life, the Office of Internal Audit and Compliance, Office of Legal Affairs and Human Resources, and the Title IX Coordinator.

In addition to reporting to law enforcement, community members can report crimes to Campus Security Authorities (CSAs), who have a duty to report crimes disclosed to them to the Clery Compliance officer. More information on CSAs can be found on pages 11 and 12.

All crimes should be reported to the Clery Compliance Officer and the New College of Florida Police Department for the purpose of making Timely Warning reports and the annual statistical disclosure.

Clery Compliance Officer

Jennifer Coley, Chief of Police

New College of Florida Police Department

[jcoley@ncf.edu](mailto:jcoley@ncf.edu)

(941) 487-4210

<https://www.ncf.edu/departments/campus-police/faqs-forms-and-resources/>

### **New College of Florida Police Department**

<https://www.ncf.edu/departments/campus-police/>

(941) 487-4210

9-1-1 (Emergency)

### **Mobile Safety App**

Mighty Banyan Safe is the official safety app for New College of Florida. This free mobile safety app provides quick access to:

- Emergency contacts (on and off campus)
- Support resources
- Mobile BlueLight
- Campus maps
- Emergency situation tips
- Location sharing and friend walk
- Report tips directly to Campus Police
- Chat directly with Campus Police



Smartphone users who download the app can report tips to Campus Police, make emergency phone calls, and access other safety resources all in one place.



## Campus Emergency Telephones

There are blue pole telephones located around the New College of Florida campus. They are painted blue and labeled as **ASSISTANCE**. Some have blue lights to delineate their location. These phones may be utilized to report any emergency directly to the New College of Florida police dispatcher or to request police assistance or service.

A campus map identifying locations of the blue phones is available on the New College of Florida Police webpage, <https://www.ncf.edu/departments/campus-police/emergency-information-and-services/>, or may be picked up at the Campus Police Department.

## Voluntary Confidential Reporting Procedures

The New College of Florida has an anonymous reporting option for community members to report potential legal, policy, or ethical conduct violations or concerns. Reports can be made by phone or through the Mighty Banyan Safe app. The New College of Florida complaint form and list of additional resources can be found on the New College of Florida website <https://www.ncf.edu/search/?q=complaint>. Depending on the nature of the issue reported, the reviewing officials may provide information to the applicable New College of Florida office to conduct a review and any necessary investigation. If criminal acts are reported, the information is shared with the Clery Compliance officer for inclusion in the annual disclosure of crime statistics.



## Student and Employee Reporting Options

Individuals who want to report incidents regarding sexual offenses which includes sexual harassment, quid pro quo, sexual assault including rape, fondling, statutory rape and incest, domestic violence, or stalking may report to the Title IX Coordinator:

## **Interim Deputy Title IX Coordinator**

Alisha Carter Harris

Title IX and Civil Rights Compliance

[titleix@ncf.edu](mailto:titleix@ncf.edu)

<https://www.ncf.edu/departments/the-department-of-title-ix-and-civil-rights-compliance/>

[Make Your Report](#)

Violations by students of the Student Code of Conduct and University Regulations can be reported directly to Community Education and Standards:

### **Director of Community Education and Standards**

Dorothea Mack

Student Affairs

(941) 487-4504

[dmack@ncf.edu](mailto:dmack@ncf.edu)

Violations by employees of University Regulations can be reported directly to Human Resources:

### **Human Resources**

(941) 487-5020

[hr@ncf.edu](mailto:hr@ncf.edu)

If criminal acts are reported to Title IX Compliance, Community Education and Standards, or Human Resources, the information is shared with the Clery Compliance Officer for inclusion in the annual disclosure of crime statistics.



# Campus Security Authorities (CSAs)

## New College of Florida

The Clery Act requires institutions to designate and train Campus Security Authorities (CSAs) as an alternative reporting option for those who choose not to report crimes to police. The New College of Florida has designated and trained CSAs who are likely reporting parties across the campus.

To ensure that all Campus Security Authorities (CSAs) are knowledgeable of Clery Act reporting requirements, CSAs at the New College of Florida are sent an email advisory each spring semester detailing the requirement that they immediately share any report made regarding Clery Act crimes to the Clery Compliance Officer by using the Clery Crime & Incident Report Form. CSAs are also assigned the New College of Florida's mandatory CSA training on an annual basis. The training is sent via email from the Clery Compliance Officer. Reports may be made to a CSA by a victim, witness, other third party or even the offender, regardless of involvement in the crime, or reporting the crime, are associated with the university. If the CSA receives the crime information and believes it was provided in good faith, the CSA is required to report that information to the Clery Compliance Officer. In "good faith" means there is a reasonable basis for believing that the information is not simply rumor or hearsay.

Only pastoral and professional counselors are exempt from being designated as CSAs by the Clery Act. A pastoral counselor is an individual 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. A professional counselor is a person whose official responsibilities include mental health counseling to members of the campus community and who is functioning within the scope of his or her license or certification. This definition applies even to professional counselors who are not employees of New College of Florida but are under contract to provide counseling on campus. Despite this exemption, New College of Florida affiliated pastoral and professional counselors are encouraged to discuss with clients, if applicable, the procedures for crime reporting within the New College of Florida. While there are other professionals at the New College of Florida who may offer privacy to those they consult with, the CSA exemption only exists for professional and pastoral counselors.

New College of Florida CSAs include, but are not limited to:

- Vice Presidents
- Associate Vice Presidents
- Assistant Vice Presidents
- Deans
- Academic Advisors
- Title IX Coordinator
- Director, Student Life

- Director, Admissions
- Associate Provost(s)
- Registrar
- Resident Hall Directors
- Campus Life and Student Activities
- Campus Safety Aides
- Police Officers
- Resident Assistants
- Faculty and Staff Advisors to Student Organizations
- International Student Advisors
- Director, Human Resources
- Director, Community Education and Standards
- Dean of Students
- Clery Compliance Officer
- Athletic Director
- Athletic Coaches
- University Ombudsman
- Victim Advocate
- Chief Compliance Officer



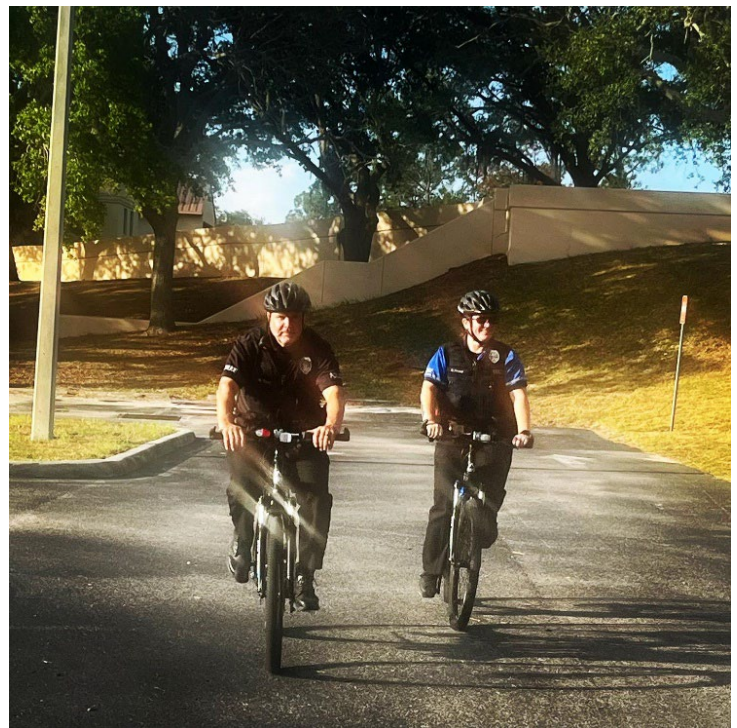


# New College of Florida Police Department

The New College of Florida Police Department (NCFPD), located west of the intersection of College Drive and Bay Shore Road (501 College Drive Sarasota, FL 34243), is a sworn law enforcement agency available 24 hours a day to answer and respond to calls for service.

The New College of Florida Police Department provides a full range of police services, including but not limited to:

- Respond to all emergencies – police, fire, and medical
- Investigate all misdemeanor and felony crimes committed in its jurisdiction
- Assist all victims of crime
- Investigate traffic crashes
- Respond to alarms for intrusion, robbery, and fire
- Maintain police records
- Provide motorist and citizen assistance
- Provide safety escorts
- Contact and refer individuals to other campus and community services agencies
- Assist and cooperate with other emergency services agencies
- Assist with planning and management of special events
- Handle special security requests
- Conduct physical security surveys
- Receive and return lost and found property
- Provide engravers for the marking of personal property
- Provide community oriented policing services and initiatives
- Provide crime prevention and community service programs
- Victim Advocacy Services
- Provide crowd control and safety functions for campus special events



The New College of Florida Police Department maintains close working relationships with Student Affairs, Residential Life, Title IX, Compliance, Student Government, Facilities, Counseling & Wellness Center, and many other campus organizations. Through these relationships, the NCFPD strives to achieve proactive, timely and accurate communications regarding potential criminal activity that may impact the campus community and the members who study, live, work and visit the campus.

### **Jurisdiction, Structure, and Authority**

The New College of Florida Police Department is a shared service between New College of Florida and University of South Florida Sarasota-Manatee. The Police Department is organized as a department of sworn, full time Police Officers under the auspices of the Office of the Vice President for Legal Affairs & Human Resources. All officers have the authority to arrest and enforce State of Florida laws. By Florida state law, New College of Florida Police Officers are declared law enforcement officers of the state and conservators of the peace with the right to arrest, in accordance with the laws of this state, any person for violation of state law or applicable county or city ordinances when such violations occur on or within 1000 feet of any property or facilities which are under the guidance, supervision, regulations or control of the New College of Florida and University of South Florida Sarasota-Manatee, except that arrests may be made off campus when hot pursuit originates on campus or in compliance with current mutual aid agreements.

The jurisdiction of the New College of Florida Police Department encompasses the New College of Florida campus and the University of South Florida Sarasota-Manatee campus, along with surrounding areas of interest.

### **Geographic Boundaries:**

- **Northern Boundary:** The jurisdiction extends from Home2 Suites located at 8260 N Tamiami Trail, Sarasota, Florida.
- **Southern Boundary:** The jurisdiction stretches south to Caples Drive.
- **Western Boundary:** It includes the area of the Sarasota bayfront.
- **Eastern Boundary:** It reaches The Hyatt Place located at 950 University Parkway, Sarasota, Florida.

### **Notable Locations Within Jurisdiction:**

- **The Uplands Neighborhood of Sarasota:** This residential area lies between the New College of Florida's west campus and the University of South Florida Sarasota-Manatee.
- **The Ringling; The John & Mable Ringling Museum of Art, State Art Museum of Florida, Florida State University:** Located between the New College of Florida, south of 58<sup>th</sup> Street and north of Caples Drive.

### **Jurisdictional Extension**

The New College of Florida Police officers are declared to be law enforcement officers of the state and conservators of the peace and have the right to arrest, in accordance with the laws of this state, any person for violation of state law or applicable county or city ordinances when such violations occur on or within 1,000 feet of any property or facilities that are under the guidance, supervision, regulation, or control of the state university, a direct-support organization of such university, or any other organization controlled by the state university, or when such violations occur within a specified jurisdictional area as agreed upon in a mutual aid

agreement entered into with a law enforcement agency pursuant to s. 23.1225(1). Arrest may be made off campus when hot pursuit originates on or within 1,000 feet of any such property or facilities, or as agreed upon in accordance with the mutual aid agreement. Such officers have full authority to bear arms in the performance of their duties and to execute search warrants within their territorial jurisdiction.

If New College of Florida is notified of a crime committed by a member of the New College of Florida community off campus, the situation will be referred to the law enforcement agency with jurisdiction, and to Human Resources or Community Education and Standards.

### **Memorandums of Understanding (MOU) and Enforcement Authority**

The New College of Florida Police Department has entered into a mutual aid agreement with the Sarasota Police Department, in which either agency may request and render assistance to the other and will enter into voluntary cooperation and assistance of routine law enforcement activities across jurisdiction lines. New College of Florida Police Department has the right to enforce all state laws and municipal ordinances, and exercise arrest powers while conducting official university business and traveling to or from any property or facilities that are under the guidance, supervision, regulation or control by New College of Florida or University of South Florida Sarasota-Manatee.

The New College of Florida Police Department has entered into a mutual aid agreement with the Sarasota County Sheriff's Office, in regards to voluntary cooperation and assistance of routine law enforcement nature across jurisdictional lines and provides for rendering of assistance in a law enforcement emergency.

The New College of Florida Police Department has entered into a mutual aid agreement with the Bradenton Police Department, in which either agency may request and render assistance to the other and will enter into voluntary cooperation and assistance of routine law enforcement activities across jurisdiction lines.

The New College of Florida Police Department has entered into a mutual aid agreement with the Manatee County Sheriff's Office, in regards to voluntary cooperation and assistance of routine law enforcement nature across jurisdictional lines and provides for rendering of assistance in a law enforcement emergency.

### **Authority to Make Arrests**

All sworn officers of the New College of Florida Police Department have the power of arrest and are charged with enforcing State of Florida laws.

### **Criminal Activity at Non-Campus Locations**

The New College of Florida works closely with the Sarasota County Sheriff's Office, Sarasota Police Department, the Manatee County Sheriff's Office, Community Education & Standards, Title IX Compliance and Human Resources regarding the monitoring of non-campus housing facilities that are owned or controlled by New College of Florida. New College of Florida does not monitor the fire alarm panels in these spaces however the appropriate Fire Department, Sarasota County or Manatee County, will respond if activated. The New College of Florida and New College of Florida Police Department rely on the close working relationship with

the Sarasota Police Department and the Manatee County Sheriff's Office, campus partners and Campus Security Authorities to receive information about incidents involving students in these non-campus locations. New College of Florida and New College of Florida Police Department will actively investigate conjunction or concurrently any crime information it received concerning or involving a member of the New College of Florida community. If New College of Florida or New College of Florida Police Department is notified of a situation or ongoing criminal incident, a Timely Warning or Emergency Notification may be issued detailing the incident and providing tips so that other New College of Florida community members may avoid similar incidents.



### **Policies and Procedures for Reporting Emergencies or Crime to New College of Florida Police Department**

All emergency situations involving a crime in progress, a medical emergency, or a fire should be immediately reported to 9-1-1. The timely reporting of criminal or suspicious activity is essential in helping to detect, deter, prevent and apprehend those that engage in any activity that may pose a safety threat to our community members.

All telephones on and off campus, including cellular telephones, may be used to dial 9-1-1 at no charge. While on campus, it is important to be aware that different phone systems might require you to dial an outside line before dialing 9-1-1. All persons should become familiar with any phone system that may be used prior to use in an actual emergency situation. All non-emergency incidents occurring on campus, including criminal offenses, should be reported to the New College of Florida Police Department at (941) 487-4210 or in person at the New College of Florida Police Department located at 501 College Drive or through the Mighty Banyan Safe app. The Mighty Banyan Safe app includes three options for reporting incidents or tips to the New College



of Florida Police Department. Through the app, you are able to directly call the police communications center and speak with a dispatcher or use the Real-Time Tip Report to Dispatch to send a message directly to the dispatcher. In addition, the in-app crime tip function may be used to submit an incident and include any relevant images, videos, or files.

As an added security measure, outdoor blue light non-dial telephones are located at strategic points throughout the campus. There are currently 35 blue telephones available for use on campus. Each blue telephone is easily identified by the word 'ASSISTANCE' and a distinctive blue light that can be seen day and night. When the button is pushed/activated the caller is immediately placed in contact with the New College of Florida Police Communications Center. In addition to providing voice contact with a police communications operator, the caller's precise location will be identified. Additionally, all elevators on campus have emergency phones with direct contact to the New College of Florida Police Communications Center. These phones can directly establish communication for reporting elevator or other emergencies. The Mighty Banyan Safe app includes a Mobile Blue Light button. Simply tap the button to simultaneously send your location to and call the New College of Florida Police Department. A dispatcher will receive your location in real-time and talk to you on the phone.

#### **When Calling for Either Emergency or Non-Emergency Service, Be Prepared To:**

- Clearly identify yourself.
- Give your location if known or provide visible landmarks/buildings if you are not familiar with the campus.
- Explain the nature of your call by providing as much detail as possible. If it is an emergency, notify the dispatcher immediately. If possible, stay on the line unless otherwise advised by the dispatcher. The dispatcher will coordinate the appropriate law enforcement, fire rescue, and/or emergency medical service response necessary.

All members of the campus community are strongly encouraged to report all crimes and suspicious activity to the New College of Florida Police Department at (941) 487-4210 or to the appropriate law enforcement agency. Please be aware of your environment and report any suspicious packages or persons promptly.

Anyone wishing to anonymously report criminal or suspicious activity, as well as disruptive or concerning behavior occurring on campus, can do so by calling the New College of Florida Police Department at (941) 487-4210, or from any of the ASSISTANCE phones or through the Mighty Banyan Safe app.

Crimes reported to and occurring within the jurisdictional authority of the New College of Florida Police Department will be thoroughly investigated and documented. Offenders identified during the investigative process may be referred, as appropriate, to the New College of Florida Community Education and Standards office and/or the Office of the State Attorney for the 12<sup>th</sup> Judicial Circuit for any possible discipline and or prosecution.

Police reports in the state of Florida are open to public records review under Chapter 119 of the Florida State Statutes therefore the New College of Florida Police Department cannot and will not hold reports of crime in confidence unless a specific legal exemption exists for the criminal incident indicated.

## NCF Alert System

The New College of Florida uses a branded Emergency Notification and Timely Warning message system, hereafter referred to as NCF Alert, to inform the campus community of emergencies and timely warnings. New College of Florida has the ability to broadcast Emergency Notifications and Timely Warnings via email, text message, and telephone. In addition, New College of Florida has the ability to send push notifications through the Mighty Banyan Safe app. Email and text messaging will typically be used to distribute Emergency Notifications and Timely Warnings. In the event of significant emergencies or dangerous situations involving an immediate threat to the health and safety of students or New College of Florida employees, all modes of communication may be utilized.



## Emergency Notifications

The New College of Florida issues Emergency Notification messages in the event of a significant emergency or dangerous situation involving the immediate threat to the health or safety of students or employees on the campus. Examples of situations that may require Emergency Notifications may include:

- An armed intruder
- An outbreak of a serious illness
- An approaching tornado, hurricane or other extreme weather conditions
- Earthquake
- Gas leak
- Explosion
- Chemical or hazardous waste spill
- Civil unrest or rioting
- Bomb threat
- Fire

This list is not exhaustive. The New College of Florida Police Department may distribute an Emergency Notification when a significant emergency or dangerous situation involving an immediate threat to health or safety of students or employees occurs on campus and is determined necessary by the New College of Florida Police Department and/or Emergency Management.

Emergency Notifications may include information that will enable students and employees to take actions to protect themselves. The information may include the type of incident, location, known suspect information, all pertinent details that are known at the time, and instructions on what actions to take. One message, or a series of messages as additional information is obtained, may be sent during the course of an Emergency Notification. Emergency Notifications may be distributed to the entire campus community or messages may be sent to specific members of the community who face a significant emergency or dangerous situation.

### **Timely Warnings**

Timely Warnings are provided to New College of Florida students and employees in an effort to communicate prevention strategies and/or basic safety information in reference to crimes or incidents reported to Campus Security Authorities, local police agencies, or the New College of Florida Police Department which are considered to be a threat to public safety. Timely Warnings are intended to promote safety and enable all members of the campus community to protect themselves. Timely Warnings include pertinent information about the crime or incident that led to the need for the warning as well as related prevention information. Timely Warnings are issued through the NCF Alert System. A notification is also posted on the Mighty Banyan Safe app as well as posted on New College of Florida Police Department social media platforms (Facebook, Instagram, X). Timely Warning messages will be sent to the campus community as soon as pertinent information is available. The names of all victims are confidential and will not be published. Timely Warning messages are sent to the campus community to enable community members to protect themselves and to aid in the prevention of similar crimes.

Timely Warnings must be issued for crimes listed below if the crime is reported to police or Campus Security Authorities, the crime is considered by the institution to pose a serious or continuing threat to students and employees, and the crime occurred on campus, in or on non-campus buildings or property owned by New College of Florida, or on public property that is within the campus or immediately adjacent to the campus. Crimes that may necessitate the issuance of a Timely Warning include:

- Criminal homicide (includes Murder, Non negligent Manslaughter, and Negligent Manslaughter)
- Sexual Assault, including Rape, Fondling, Incest, and Statutory Rape
- Robbery
- Aggravated Assault
- Burglary
- Motor Vehicle Theft
- Arson
- Domestic Violence
- Dating Violence
- Stalking

- Arrests or referrals for disciplinary action for liquor law violations, drug law violations, and weapons law violations
- Hate crimes, including the above listed crimes or larceny theft, simple assault, intimidation, and destruction/vandalism/damage to property (when motivated by bias), if such crime manifests evidence that the victim was intentionally selected due to the victim's actual or perceived race, gender, religion, sexual orientation, gender identity, ethnicity or disability

### **Safety Messages and Crime Bulletins**

When an incident or a situation does not meet the criteria for an Emergency Notification or a Timely Warning, a Safety Message or Crime Bulletin may be communicated to the campus community via email. Safety Messages and Crime Bulletins may be issued for incidents, including but not limited to:

- A pattern of activity that puts students and/or employees at risk
- Investigations of a series of thefts
- Crime prevention notices

### **Distribution Process**

Emergency Notifications and Timely Warnings shall include all pertinent information that will enable students and employees to take action(s) to protect themselves. The information will include the type of incident, location of incident, and the action(s) to take. The New College of Florida Police Department is responsible for issuing Emergency Notifications and Timely Warnings via the NCF Alert System. Emergency Notifications and Timely Warnings may be sent to the campus community without consulting with senior staff when delay in issuing the notification or warning would compromise the health and safety of the New College of Florida campus.

The individuals or departments authorized to determine whether an Emergency Notification should be issued may include:

- Chief of Police
- Police Captain
- Shift Supervisor/Officer in Charge
- Environmental Health & Safety Director
- Emergency Management Director
- Clery Compliance Officer
- President

The individuals or departments authorized to determine whether a Timely Warning should be issued may include:

- Chief of Police
- Police Captain

- Shift Supervisor/Officer in Charge
- Clery Compliance Officer

The individuals or departments responsible for composing an Emergency Notification may include:

- Chief of Police
- Police Captain
- Shift Supervisor/Officer in Charge
- Police Communications Operator
- Emergency Management Director
- Communications Director

The individuals or departments responsible for composing a Timely Warning may include:

- Chief of Police
- Police Captain
- Shift Supervisor/Officer in Charge
- Clery Compliance Officer

Upon confirmation of a significant emergency or dangerous situation involving an immediate threat to the health and safety of the campus community, the New College of Florida Police Department's communications section will, without delay, initiate the campus emergency notification system. The content of the notification will be based upon the particular circumstances, nature, and location of the incident. Any or all of the methods may be utilized to alert all, or only a portion, of the campus community. Every effort will be taken to ensure that notifications are conducted in a manner that does not compromise efforts to contain or mitigate the emergency, nor interfere with assistance to victims. Members of the community will be notified to take appropriate action at the time of the emergency notification. Community members may be directed to evacuate or shelter in place, depending upon the circumstances of the incident.

### **Disseminating Information to the Larger Community**

Anyone who is not a New College of Florida student or employee, such as parents of students and local community members, may access Emergency Notifications and Timely Warnings through several resources. The New College of Florida homepage is available to anyone with internet access. Emergency Notifications will be posted on the homepage. Information is also provided on the official New College of Florida Facebook page (<https://www.facebook.com/newcollegeofflorida>) and the official New College of Florida Police Department's Facebook page [Campus Police SRQ](#).

## Emergency Notification Drills and Tests

The Clery Act requires the New College of Florida conduct periodic tests of its Emergency Notification system each year. This test will be conducted in the fall, spring, and summer semesters. The New College of Florida will send a test message through the campus wide systems (telephone, text messaging, email). The New College of Florida will not conduct a test of the system if an actual Emergency Notification occurred during the semester which required the activation of the emergency systems. The purpose of these tests is to evaluate Emergency Notification procedures and the performance of each system. All Emergency Notification tests, drills and evacuations are documented. Records of each test will include a description of the test, date and time of the test, and whether the test was announced or unannounced. Records will be maintained by New College of Florida Environmental Health & Safety and the New College of Florida Police Department. Annual tests will be scheduled, contain drills and exercises, contain follow through activities, be designed for assessment and evaluation of emergency plans and capabilities. Evacuation procedures and additional information is provided on the New College of Florida Safety & Conduct webpage (<https://www.ncf.edu/life-at-new/safety-conduct/>). All New College of Florida staff with responsibility for activating the NCF Alert System will receive initial training as well as periodic training in order to effectively operate the system. Training will be provided by New College of Florida Police Department supervisors/trainers.

## Procedures and Response to Dating Violence, Domestic Violence, Sexual Assault, or Stalking

### Risk Reduction Strategies

- Walk with another person after dark or call the New College of Florida Police Department at (941) 487-4210 for an escort. You can also call from any blue light ASSISTANCE tower, which rings directly into the police station. Make sure you familiarize yourself with their locations around the campus.
- Stay in well-lighted areas. Avoid shortcuts and isolated areas. Avoid alleys, dark corners and bushes whenever possible.
- Trust your instincts if you suspect you are being followed. Change directions, head for a campus building, a group of people, or a blue light ASSISTANCE tower.
- Be aware of your surroundings at all times and convey confidence through body language.
- Have keys and/or access cards ready upon entering your residence hall or office buildings.
- If a driver stops and asks you for directions, keep your distance from the vehicle to avoid the risk of being pulled inside.
- Purses are an attractive target for thieves...don't carry one if it isn't necessary.
- DO NOT risk injury if someone attempts to forcibly take your purse, wallet or personal belongings.

- Don't attach your ID to your keys, mark your keychain with your name and address, or anything that would indicate the keys are from New College of Florida.
- Mark valuable property with an engraver to increase your chance of recovering the property if it is stolen. The New College of Florida Police Department provides this service free of charge.
- Report suspicious persons or activities to New College of Florida Police. Be prepared to describe the person by gender, race, color, length of hair, body size, scars, identifying marks, tattoos, clothing, facial hair, if any, mode of travel, and if by vehicle, the type, color and license plate.
- Do not attempt to rectify any situation that could possibly endanger you. Notify New College of Florida Police as soon as possible.
- Be careful about posting your location. Many social media sites, like Facebook and Foursquare, use geolocation to publicly share your location. Consider disabling this function and reviewing other social media settings.
- Avoid putting music headphones in both ears so that you can be more aware of your surroundings, especially if you are walking alone.
- When you go to a social gathering, go with a group of friends. Arrive together, check in with each other throughout the evening, and leave together. Knowing where you are and who is around you may help you to find a way out of a bad situation.
- Don't leave your drink unattended while talking, dancing, using the restroom, or making a phone call. If you've left your drink alone, just get a new one.
- Don't accept drinks from people you don't know or trust. If you chose to accept a drink, go with the person to the bar to order it, watch it being poured, and carry it yourself. At parties, don't drink from punch bowls or other large common open containers.
- If you suspect that you or a friend has been drugged, contact law enforcement immediately.
- Trust your instincts. If you feel unsafe in any situation, trust that feeling. If you see something suspicious, contact law enforcement immediately.
- If you find yourself in an uncomfortable or scary situation, below is a list of things you can try:
  - Be true to yourself. Don't feel obligated to do anything you don't want to do.
  - Have a code word with your friends or family so that if you feel uncomfortable you can call them and communicate your discomfort without the person you are with knowing. Your friends or family can then come get you or make up an excuse for you to leave.
  - If you want to exit a situation immediately and are concerned about frightening or upsetting someone, it's okay to leave. You are never obligated to remain in a situation that makes you feel uncomfortable, pressured, or threatened. You can also speak up to help a friend leave a situation that you think may be dangerous. Some excuses you could use are needing to take care of another friend or family member, an urgent phone call, not feeling well, and having to be somewhere else by a certain time.
  - Try to plan an escape route. How would you get out of the room? Where are the doors and windows? Are there any people nearby that may be able to help you? Is there an emergency phone nearby?

## Active Bystander

Bystanders are individuals who observe violence or witness conditions that perpetrate violence. They play a critical role in preventing sexual and relationship violence. Bystanders are not directly involved but they do have the choice to intervene. The New College of Florida promotes a culture of community accountability where bystanders actively engage in the prevention of violence without causing additional harm. If you or someone else is in immediate danger and it is not safe to intervene, dial 911. Before stepping in, try the ABC approach.

- **Assess for safety:** If you see someone in trouble, ask yourself if you can help safely in any way. Remember, your personal safety is a priority – never put yourself at risk.
- **Be in a group:** It's safer to call out behavior or intervene in a group. If this is not an option, report it to others who can act.
- **Care for the victim.** Talk to the person who you think may need help. Ask them if they are OK.

## How You Can Intervene Safely

When it comes to intervening safely, remember the four Ds – direct, distract, delegate, delay.

- **Direct action** - Call out negative behavior, tell the person to stop or ask the victim if they are OK. Do this as a group if you can. Be polite. Don't aggravate the situation - remain calm and state why something has offended you. Stick to exactly what has happened, don't exaggerate.
- **Distract** - Interrupt, start a conversation with the perpetrator to allow their potential target to move away or have friends intervene. Or come up with an idea to get the victim out of the situation – tell them they need to take a call, or you need to speak to them; any excuse to get them away to safety. Alternatively, try distracting, or redirecting the situation.
- **Delegate** - If you are too embarrassed or shy to speak out, or you don't feel safe to do so, get someone else to step in. Any decent venue has a zero-tolerance policy on harassment, so the staff there will act.
- **Delay** - If the situation is too dangerous to challenge then and there (such as there is the threat of violence or you are outnumbered) just walk away. Wait for the situation to pass then ask the victim later if they are OK. Or report it when it's safe to do so – it's never too late to act. Refer people to on or off campus resources for support in health, counseling, or with legal assistance.

## Reporting Dating Violence, Domestic Violence, Sexual Assault, or Stalking

Dating Violence, Domestic Violence, Sexual Assault, or Stalking are not tolerated at New College of Florida. Those who report any incident of dating violence, domestic violence, sexual assault, or stalking will be informed about their right to file criminal charges as well as the availability for counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance and other services on and off campus as well as additional remedies to prevent contact between a complainant and an accused party, such as housing, academic and working accommodations, if reasonably available. The New College of Florida will make accommodations if requested by the victim and if the accommodations are reasonably available, regardless of whether the victim chooses to report the crime to the New College of Florida Police Department



or a local law enforcement agency. New College of Florida students and employees should contact Interim Deputy IX Coordinator, Alisha Carter Harris, [titleix@ncf.edu](mailto:titleix@ncf.edu) or [Make Your Report](#).

If you have been the victim of dating violence, domestic violence, sexual assault, or stalking you have options when involving law enforcement and campus authorities to include:

- The option to notify law enforcement and file a report about the offense
- The assistance of campus authorities in notifying law enforcement if you chose to do so
- The option to decline to notify authorities

If you chose not to report to law enforcement, you are encouraged to report the incident promptly to Interim Deputy IX Coordinator, Alisha Carter Harris, [titleix@ncf.edu](mailto:titleix@ncf.edu) or [Make Your Report](#). The New College of Florida will provide resources on and/or off campus to individuals who have been victims of dating violence, domestic violence, sexual assault, or stalking. The appropriate disciplinary procedures will be applied to anyone who violates the policies pertaining to these violations. The procedures below are intended to provide a prompt response to reports of dating violence, domestic violence, sexual assault, or stalking, to maintain confidentiality and fairness consistent with applicable legal requirements, and to impose appropriate sanctions on violators of policy.

As time elapses, evidence may become lost or unavailable, making investigation, possible prosecution, disciplinary proceedings, or obtaining protection orders related to the incident more difficult. If a victim chooses not to file a report regarding an incident, he or she should consider speaking with the New College of Florida Police Department or other law enforcement to preserve evidence in the event that the victim changes his or her mind at a later date.

If a report of dating violence, domestic violence, sexual assault, or stalking is reported to the New College of Florida, the following procedures will be followed:

### **Dating Violence**

1. Conduct an assessment of immediate safety needs of the complainant.
2. Assist complainant with contacting local police agency if requested by the complainant and provide the complainant with contact information for the local police agency.
3. Provide complainant with written information on how to apply for a Restraining Order.
4. Provide complainant with written information on how to preserve evidence.
5. Assess the need to implement any short- or long-term protective measures to protect the complainant.
6. Issue a No Trespass Order to the accused, if appropriate.
7. Take immediate and separate action against any party who retaliates against an individual for reporting sex-based discrimination or for assisting in an investigation.

### **Domestic Violence**

1. Assess the safety needs of the complainant.
2. Assist complainant with contacting local police agency if requested by the complainant and provide the complainant with contact information for the local police agency.

3. Provide complainant with written information on how to apply for a Restraining Order.
4. Provide complainant with written information on how to preserve evidence.
5. Assess the need to implement any short- or long-term protective measures to protect the complainant.
6. Issue a No Trespass Order to the accused, if appropriate.
7. Take immediate and separate action against any party who retaliates against an individual for reporting sex-based discrimination or for assisting in an investigation.

### **Sexual Assault**

1. Provide complainant with medical care, depending on when reported (immediate vs delayed report).
2. Conduct an assessment of immediate safety needs of the complainant and the campus community.
3. Assist complainant with contacting local police agency if requested by the complainant and provide the complainant with contact information for the local police agency.
4. Provide complainant with contact information for on and off campus mental health providers.
5. Assess the need to implement any short- or long-term protective measures such as “No Contact” order between parties, change in housing assignment, and/or change in class schedule.
6. Issue a No Trespass Order to the accused, if appropriate.
7. Provide complainant with written information on how to apply for a Restraining Order.
8. Inform the complainant of timeframes for inquiry, investigation, and resolution.
9. Inform the complainant of the outcome of the investigation, whether or not the accused will be charged with a violation of the Student Code of Conduct, and the outcome of the hearing.
10. Take immediate and separate action against any party who retaliates against an individual for reporting sex-based discrimination or for assisting in an investigation.

### **Stalking**

1. Conduct an assessment of immediate safety needs of the complainant.
2. Assist complainant with contacting local police agency if requested by the complainant and provide the complainant with contact information for the local police agency.
3. Provide complainant with written information on how to apply for a Restraining Order.
4. Provide complainant with written information on how to preserve evidence.
5. Assess the need to implement any short- or long-term protective measures to protect the complainant.
6. Issue a No Trespass Order to the accused, if appropriate.
7. Take immediate and separate action against any party who retaliates against an individual for reporting sex-based discrimination or for assisting in an investigation.

### **What To Do If You Are a Victim of Dating Violence, Domestic Violence, Sexual Assault, or Stalking**

- Get to a safe place and call the police immediately, especially if the assailant is still nearby. Whether or not you choose to prosecute the assailant, the police will help you. Contact a family member or friend for support. In addition, or if you prefer, contact the New College of Florida Police Department and

request to speak with a Victim Advocate. A Victim Advocate is available to assist you in coordinating many of the short term and/or long-term services that you may need.

- Seek medical attention immediately. A medical examination is important to check for physical injury, the presence of sexually transmitted diseases, or pregnancy as a result of the assault. In addition, a medical examination can aid in the police investigation and legal proceedings.
- Do not bathe or douche. While bathing or douching may be the first thing you want to do, it is recommended that you do not. If you chose to pursue criminal charges as a result of this incident, you may wash away valuable evidence. It may be the evidence needed to apprehend and convict the suspect.
- Save the clothing you were wearing at the time of the incident. Also, save any bedsheets or blankets that may have been present. Do not wash any items that may contain evidence. Each piece of clothing and bedding should be placed in a separate paper bag.
- Report the incident to police by calling (941) 487-4210 or 911. Reporting to the police is a personal choice however the reporting of dating violence, domestic violence, sexual assault or stalking is essential to taking the first step to stop the assailant from victimizing others. It is important to note that reporting the crime is not the same thing as prosecution. Prosecution is determined later and will involve your active participation.
- Seek additional assistance. There are many campus resources that will assist you with dealing with an incident as well as reporting the incident. A Victim Advocate can assist you throughout the legal process regardless of how long it may take. The New College of Florida Police Department encourages anyone who becomes a victim of sexual assault to report the incident to law enforcement. If you are a victim of sexual assault and choose not to contact law enforcement, please obtain medical attention immediately and contact any of the victim support resources for assistance.

## Resources For Victims

Many sexual assault cases are not reported as victims of sexual assault fear retaliation or humiliation if words get out that they have been a victim of a Violence Against Women Act (VAWA) crime. Any agency or media outlet that releases the identity of a victim of sexual assault violates Florida State Statute. The services provided on and off campus are available to all victims of violent acts and the purpose is to assist victims in overcoming the trauma of the incident and moving forward with their lives. Sexual assault is a traumatic experience. If you were sexually assaulted in the past, the incident may still be affecting your life. Talking about sexual assault is highly recommended as it may help you resolve your feeling.

### **Rape Crisis:**

SPARCC (Sarasota), 24/7 Helpline 941-365-1976

Centerstone RCC (Manatee), 24/7 Helpline, 941-708-6059

## **Domestic Violence:**

SPARCC (Sarasota) 941-365-1976

HOPE Family Services (Manatee), 941-755-6805

## **Title IX**

The New College of Florida Title IX and Civil Rights Compliance Office encourages individuals who have been sexually harassed to promptly report incidents. The Title IX Coordinator can provide resources, explain the Title IX process and implement emergency and interim support resources for the complainant and respondent, if necessary. For additional information, please visit [Title IX](#).

## **Police Department**

It is the policy of the New College of Florida Police Department to ensure that sexual violence investigations are aggressively pursued by officers. Response to sexual violence shall not vary based on the gender, sexual orientation, status, or profession of the survivor or perpetrator, or the nature of the relationship between the survivor and the perpetrator. High priority shall be assigned to ensuring survivor safety and providing referrals to the appropriate services. All officers receive specialized training in the investigation of sexual offenses. Training topics include Florida law, officer sensitivity to the needs and feeling of victims, support resources for victims, and methods of successful investigations. Upon receipt of a report of sexual violence, New College of Florida police officers will:

- Ensure that a Victim Advocate is available to address a victim's needs and concerns.
- Treat a victim with courtesy, dignity, and understanding.
- Act without prejudging or blaming a victim.
- Accommodate a victim's request to speak with an officer of the same sex.
- Meet privately in a location of the victim's choice.
- Make arrangements for medical treatment for the victim.
- Inform a victim of available services on and off campus.
- Ensure rights of the victim during the investigation process.
- Answer all questions and explain the criminal justice process to the victim.
- Keep the victim informed throughout the investigation and progress of the case.
- In accordance with the Florida Public Records Law, the victim's name and identifying information will be withheld from the public and media. In some cases, a confidential source with the New College of Florida may need to disclose some victim information to a third party in order to provide any necessary accommodations or protective measures.

## **If Someone You Know Has Been Sexually Assaulted**

Following a sexual assault, a victim may experience fear, insecurity, sadness or frustration. You can help by playing a very important role by providing support, reassurance and guidance. Allow your friend or family

member to reflect upon their experience and feelings but do not press for more details. Listening is one of the best things you can do at this time. Let your friend or family member set the pace as this is a very difficult time and extremely personal. Your advice can play a key role in helping him or her make decisions regarding reporting the crime and moving forward in the criminal justice process. Be sure to encourage your friend or family member to seek medical attention immediately if he or she has not already done so. For additional assistance and support call the New College of Florida Police Department and/or a program specializing in victim advocacy and/or rape crisis. A victim advocate can accompany you and your friend or family member to a medical facility and assist with coordinating the necessary medical attention. Medical personnel may contact law enforcement however it is the victim's decision as to whether a formal police report will be filed.

### **VAWA Crimes and Community Education and Standards**

Due to the seriousness of the violation and consequences to victims of sexual assault and other crimes of violence, the New College of Florida provides prevention services, educational programming, procedures that encourage reporting of sexual assault and other VAWA crimes and support services for victims who are students and staff of the New College of Florida.

## **Investigations Procedures**

Any person who wishes to file a formal complaint may do so by submitting a complaint to the Title IX Coordinator or its designee, the Assistant Vice President of Human Resources, the Dean of Student Affairs, the General Counsel, or the Chief Audit Executive/Chief Compliance Officer. The complaint should include, at minimum, the following:

- A detailed description of the alleged conduct or incident(s), sexual harassment, sexual misconduct or sexual violence including dates, times, locations, etc.;
- Names of any witnesses to the alleged violation; and
- Any documentation in support of the allegation(s).

In cases of sexual assault, dating violence, domestic violence or stalking, students and employees will be provided with written explanations of their rights and options. This will include information on how to preserve evidence; options to report or not report to law enforcement; and court orders that the student or staff member may be able to obtain for protection.

Prior to the outcome of responsibility, the investigator, in coordination with other departments and personnel as necessary, may impose interim measures. Interim measures are non-disciplinary supportive measures designed to restore or preserve equal access to education, protect safety, or deter sexual harassment. Supportive measures are available regardless of whether a formal complaint is filed, and offered without a fee. Supportive measures do not unreasonably burden any other person.

If a Respondent is found responsible, the institution will provide remedies to a complainant, designed to:

- Prevent serious and immediate harm to the complainant or others;
- Prevent retaliation against the complainant, respondent and/or witnesses;
- End discriminatory or harassing behavior and prevent its recurrence; and
- Provide appropriate training in issues related to discrimination.

Unlike supportive interim measures, remedies may be punitive or disciplinary in nature against the Respondent. The complainant and respondent shall be informed of any remedial action taken by the institution. The confidentiality and privacy of all parties involved during the investigative process will be maintained to the fullest extent possible.

Confidential information may be disclosed to the complainant, the respondent, potential witnesses, appropriate supervisors and administrators and other College officials or agents, SUS officials, state and federal agencies, and the courts as necessary in order to:

- (1) Give the respondent fair notice of the charges;
- (2) Conduct a prompt, thorough and impartial investigation; and
- (3) Take any appropriate remedial or disciplinary actions.

If a complainant insists that his or her name or other identifiable information not be disclosed to the respondent, the New College of Florida will inform the complainant that its ability to respond may be limited. Additionally, the New College of Florida may still respond by taking steps to protect the overall campus environment.

Each complaint will be promptly investigated to determine what occurred.

#### Investigation Procedures

The parties have the right to an adequate, reliable, and impartial investigation; a right to an equal opportunity to identify witnesses and supporting evidence; and a right to appeal the institution's final decision. The parties will be notified of the time frame for the investigation, the outcome of the investigation, and their rights to appeal.

The investigator shall:

1. Consult with the complainant to review the complaint, clarify the allegations, discuss desired outcomes from the investigation, and obtain detailed information about the allegation(s);
2. Inform the respondent of the complaint, summarize the allegation(s) to be investigated, and provide respondent with a written Notice of the Complaint that includes a summary of the allegations of the complaint;
3. Collect and review written documents related to the complaint, interview the complainant and respondent, identify and interview witnesses, and collect other such evidence as may be relevant to the investigation.
4. The respondent shall be given an opportunity to respond to the allegation(s) during interviews with the investigator and may submit a written response, names of witnesses and documentary evidence at the interview or at any time during the investigation.
5. The complainant may provide names of witnesses and additional materials at any time during the investigation.

6. Both complainant and respondent have the right to have an attorney or non-attorney advisor present during interviews with the investigator, at their own expense. Attorneys and advisors may be present only to advise the parties. If a party will be represented by counsel during the investigative process, the party shall provide advance notice to the investigator five (5) business days before any scheduled interview.

Upon completion of the investigative process, both parties will receive a copy of the Investigative Report which will include the contentions of the parties, a summary of the general testimony of witnesses and if appropriate, recommended disciplinary and/or remedial action.

If there are reasonable grounds to proceed to a disciplinary hearing, a live hearing will be scheduled. During this live hearing, advisors may cross examine parties on the parties' behalf. No party is permitted to directly cross examine the other. Once a decision has been reached, the parties will receive simultaneous written notification of the outcome and information as to how to file an appeal.

If neither party appeals the outcome, the report will constitute the final decision. If either party disputes the outcome of responsibility, he or she may file an appeal to the Title within ten (10) business days. The appeal shall identify the specific findings that the appellant disputes and an explanation of the reasons each finding is disputed.

The appeal must be based on evidence that:

1. The investigation was not conducted in compliance with the procedures and the non-compliance materially affected the outcome of the investigation;
2. Bias on part of the investigator(s) and/or panel members;
3. The findings were not based on the preponderance of the credible evidence; or
4. The appellant has discovered new evidence, not previously available, which would have materially affected the outcome of the investigation.

The appeal must be a written statement setting forth with particularity the basis for the appeal. Upon receipt of the appeal, an Appeals Committee or Hearing Officer will be appointed to consider the appeal and submit a report. The non-appealing party will be provided a copy of the appeal and may respond to the appeal. No member of the Committee, nor the Hearing Officer, shall be a member of the original complainant's or respondent's department or work unit. The Committee or Hearing Officer shall review the written appeal and determine if there are sufficient grounds for appeal. If the appeal is sufficient, the Committee or Hearing Officer shall:

- Read and review the Investigatory Report;
- Examine the evidence and documentation obtained through the investigation and hearing;
- Determine if the appellant's basis for appeal has been established and issue a decision. The Committee or Hearing Officer shall deliver its written decision to the appellant and non-appealing party within twenty (20) business days of the hearing.

A student found responsible for violations of the Student Code of Conduct, specifically including but not limited to sexual assault shall be subject to sanctions commensurate with the offense and any aggravating and mitigating circumstances which may include one or more of the following.

## Possible Sanctions

- Warning
- Probation
- Removal from housing
- Suspension
- Deferred suspension
- Expulsion
- Restrictions and behavioral contracts
- Restitution and/or fine
- Community service hours
- Alcohol e-CheckUpToGo
- Trespass
- Loss of Privileges

## Educational Sanctions

- Reflection or research papers, letters of apology, campus involvement opportunities, interviews, advising referrals, and meeting with New College of Florida faculty or staff.

An employee found responsible for perpetrating Dating Violence, Domestic Violence, Stalking or Sexual Assault (VAWA Crimes) shall be subject to sanctions commensurate with the offense. These may include:

- Termination of employment
- Suspension pending investigation
- Reassignment
- Reprimand
- Required leave
- Demotion

The New College of Florida prohibits retaliation against anyone who makes a complaint based upon an honest perception of the events, or for cooperating in the investigation of a complaint. No hardship, no loss of benefit, and no penalty may be imposed on an individual as punishment for:

- Filing or responding to a bona fide complaint of discrimination or harassment;
- Appearing as a witness in the investigation of a complaint;
- Serving as an advisor to either party; or
- Serving as an investigator.

Retaliation or attempted retaliation is a regulation violation and anyone who does so will be subject to disciplinary actions up to and including termination or dismissal in accordance with New College of Florida regulations, bargaining agreements or the Student Code of Conduct.



## Off Campus Student Conduct

When a student violates city, state, or federal law by an offense committed off campus that is not associated with a New College of Florida activity, the disciplinary authority of the university will not be used merely to duplicate the penalty awarded for such as act under applicable ordinances and laws.

The university will take disciplinary action against a

student for such an off-campus offense only when it is required to do so, or when the nature of the offense is such that in the judgement of the Director of Community Education and Standards, the continued presence of the student on campus is likely to endanger the health, safety, or welfare of the campus community. If the Director of Community Education and Standards determines that disciplinary action is warranted, the Director of Community Education and Standards shall notify the student. The action of the New College of Florida with respect to any such off-campus conduct shall be made independently of any off-campus authority.



## Off Campus Resources

### Sarasota Police Department Victim Advocate Program

The Victim Advocate Program (VAP) within the Sarasota Police Department is a crucial resource to victims of crime, witnesses to crime, and those experiencing crisis and trauma in the City of Sarasota. Advocates respond as crisis interveners to provide on-scene crisis intervention to those experiencing crime, crisis, and trauma. Advocates act as coordinators between victims, officers and detectives, the Office of the State Attorney, and other outside agencies as well as follow up support through continued contact with clients. Advocates regularly accompany victims through investigational and court proceedings to ensure that victim's rights are being upheld and to provide education and support to clients during these proceedings. The presence of agency-based advocates throughout the criminal and civil justice systems shows the continued support of law enforcement agencies to victims. Please call (941) 263-6021 to speak with a victim advocate.

## **Sarasota County Sheriff's Office Victim Advocate**

The Sarasota County Sheriff's Office Victim Assistance Unit offers Victim Advocates to meet the needs of victims of crime or witnesses to a tragic event. Advocates seek to provide support and information, which many people need in the aftermath of a trauma. Advocates also assist families experiencing a sudden, traumatic death such as the death of a loved one from suicide, overdose, or traffic accidents. Advocates are available Monday – Friday from 8:00 a.m. – 4:00 p.m. The Sheriff's Office Victim Advocates assist victims of crime throughout Sarasota County, regardless of which law enforcement agency may be handling your case. All services are free and do not require a law enforcement report. (Please note: The Sarasota County Sheriff's Office Victim Advocates are mandated to report instances of child abuse, abuse of a vulnerable adults and elder abuse.)

An advocate can provide:

- Crisis intervention
- Emotional support
- Information on your role in the criminal justice system
- Accompaniment through the criminal justice system
- Personal advocacy
- Assistance filing injunctions for protection
- Assistance filing for victim compensation
- Assistance with property return
- Practical assistance
- Community information and referrals

Victim Advocate Contact Information:

Victim Advocate – Main Line: 941.861.4942

Email: [victimassistance@sarasotasheriff.org](mailto:victimassistance@sarasotasheriff.org)

## **Manatee County Sheriff's Office Victim Advocate Unit**

The Victim Advocate Unit assists victims of crime throughout Manatee County, regardless of which law enforcement agency is investigating the case. Ensuring compliance with victims' rights is a priority of the Victim Advocate Unit. Victim Advocates provide a wide variety of services to crime victims including referrals to social service agencies, information on the criminal justice process, and support throughout the investigative court process. Advocates are often the liaisons between crime victims, deputies/officers/detectives, and the State Attorney's Office.

Victim Advocates can provide:

- Crisis Intervention
- Emotional Support
- Education concerning the judicial system
- Community information and referrals

- Accompaniment throughout the criminal justice system
- Assistance with victim impact statements
- Assistance with the return of property
- Assistance filing for victim compensation funds
- Assuring enrollment in notification programs, i.e. VINE

Victim Advocate Contact Information:

Main Line: 941-747-3011 ext. 8400

Email: [VictimAdvocate@manateesherriff.com](mailto:VictimAdvocate@manateesherriff.com)

### **The Office of the State Attorney, Twelfth Judicial Circuit**

As the victim of a crime, your participation and cooperation is essential for the successful prosecution of your case. Florida law guarantees your right to be informed, present and heard, when relevant, at all crucial court proceedings. The information contained on the Office of the State Attorney's webpage <https://www.sao12.org/victim-s-rights> is intended to aid you in understanding your rights as a crime victim, along with providing you useful information about the various steps your case will take in court. You will also find information on some community resources available to assist you. The Office of the State Attorney, Twelfth Judicial Circuit, is available to assist you as your case progresses through the criminal justice system. The Office of the State Attorney, Twelfth Judicial Circuit committed to seeking justice on behalf of victims of crime and stand ready to assist you with information, empathy and understanding.

### **Safe Place and Rape Crisis Center (SPARCC)**

SPARCC is a dedicated organization committed to supporting survivors of domestic violence and sexual assault. Their mission revolves around providing essential resources, counseling, and shelter to those in need. SPARCC provides a range of essential programs services through outreach offices, conveniently situated in Sarasota, Venice, North Port and Arcadia. Your well-being and security are SPARCC's top priorities, and they are available to offer support and assistance, making sure you can access the help you need in a safe and confidential environment. Each program and service is strictly confidential and at no cost to you.

SPARCC Contact Information:

2139 Main Street

Sarasota, FL 34237

24-hour Helpline: (94) 365-1976

Email: [sparccinfo@SPARCC.net](mailto:sparccinfo@SPARCC.net)

Phone: (941) 365-0208

## **HOPE Family Services**

Hope Family Services promotes safety, strength, and well-being for those affected by domestic violence in Manatee County, Florida. The vision of HOPE is through services and social change; ensure everyone in Manatee County has the skills and information necessary to solve problems in a nonviolent manner, thus eliminating domestic violence. Services are confidential and provided regardless of race, sex, religion, age, disability, ethnicity, national origin, spoken language, or sexual orientation.

Outreach Office:

Phone: (941) 747-8499 (V/TTY)

Fax: (941) 749-1796

E-mail: [info@hopefamilyservice.org](mailto:info@hopefamilyservice.org)

## **Sarasota Memorial Hospital**

Sarasota Memorial Hospital provides comprehensive services and support for survivors of sexual assault and other acts of violence, with over 40 specially trained forensic nurses and a team of board-certified Sexual Assault Nurse Examiners (SANE). Recognized by the American Nurses Credentialing Center Magnet Accreditation Committee as a top exemplar, SMH's forensic and SANE-certified nurses offer counseling, medical care and ongoing support for survivors at its three Emergency Care Centers throughout Sarasota County. The team assists with issues such as sexually transmitted diseases, pregnancy concerns, and mental health challenges, including anxiety, depression, and suicidal thoughts. They also collaborate with law enforcement and provide expert testimony in legal proceedings if criminal charges are filed.

# **Promoting Safety and Security at New College of Florida**

## **New College of Florida Police Department**

The New College of Florida Police Department provides law enforcement services for the New College of Florida and University of South Florida Sarasota-Manatee. The police department is located at 501 College Drive and is open 24 hours daily.

## **Counseling & Wellness Services**

The Counseling and Wellness Center provides professional counseling services to students and employees. These services include intake evaluation, short term personal counseling, group counseling, and case management services. Professional mental health counselors may refer persons they are counseling to report crimes on a voluntary, confidential basis for inclusion in the annual crime statistics.

The Counseling and Wellness Center also offers educational and prevention guidance. More information pertaining to programs, policies, and resources can be found at the Counseling & Wellness Services website at <https://www.ncf.edu/cwc/> or (941) 487-4254 option 1. Office hours are 8 AM to 5 PM, Monday-Friday. Emergency after-hours service can be obtained by contacting the 24/7 mental health crisis line at 941-487-4254 option 2.

*Our wellness philosophy is the foundation of all our services. Through empathy and collaboration, we partner with the individual to empower and encourage them on their paths towards autonomy and personal success. We provide comprehensive services that are empirically supported and value all people to develop and improve the wellbeing of students in the community.*

## **Student Health Services**

The Campus Counseling and Wellness Center provides medical services for students Monday, Tuesday, Thursday, and Friday, in the afternoon during the fall and spring terms. Standard office visits are free and students receive a discount on labs and other tests. There are no health services available during the summer term.

## **Employee Assistance Program**

The Employee Assistance Program provides professional counseling and referral services for New College of Florida employees and their families. The services offered include: counseling support, work life consultation, financial and legal support and referral services. For more information or to make an appointment, call (800) 869-0276 or online at [www.espyr.com](http://www.espyr.com). The EAP is a confidential resource available 24/7.

## **Drug-Free Schools and Communities Amendments of 1989 and the Drug-Free Workplace Act of 1988**

New College of Florida intends to support a safe and productive living, learning, and working environment for all faculty, staff, and students. To that end, our institution is a Drug-and Alcohol-Free Workplace and prohibits the illicit possession and/or use of drugs and alcohol on campus.

The Drug-Free Schools and Communities Amendments of 1989 and the Drug-Free Workplace Act of 1988 require institutions of higher education to distribute the following information on an annual basis. The notification contains information about the following:

1. Standards of Conduct
2. Legal Sanctions and Penalties
3. Health Risks
4. Resources
5. Discipline
6. Appendix

## 1. Standards of Conduct

New College of Florida is committed to providing a campus environment free from the abuse, illegal use, and possession of controlled substances; the unlawful possession and use of alcohol; and the use of smoke and tobacco products on campus. Students who work for New College of Florida may be covered by employee policies. The following is a list of applicable New College of Florida regulations and policies pertaining to a drug-free environment; the possession, service, or consumption of alcohol; and the prohibition on the use of smoke and tobacco products on campus. These policies apply to all on-campus activities and off-campus activities officially sponsored by New College of Florida, including student-sponsored social activities and professional meetings attended by employees.

- 6-3004 Alcohol and Other Drugs
- 3-4021 Drug- and Alcohol-Free Workplace
- 3-4020 Smoking in Buildings
- Student Event Host Policy
- Housing Contract 2024-2025 (Appendix A)

## 2. Legal Sanctions and Penalties

Federal, state, and local laws outlaw possession, use and distribution of illegal drugs, including but not limited to cocaine, heroin, LSD, PCP, marijuana, and other narcotic drugs. Additionally, these laws prohibit possession and use of alcohol by underage persons, distribution of alcohol to underage persons, sale of alcohol without a license, and driving under the influence of alcohol or illicit substances.

Penalties for violation of drug laws include fines, imprisonment, and other restrictions and removal of civil liberties and privileges. If any unlawful distribution of drugs gives rise to the unlawful death of a human being, it is punishable as a capital felony. Penalties for violation of alcohol laws may include the revocation of driving privileges, fines, and imprisonment. A student or employee who violates the 6-3004 Alcohol and Other Drugs policy is subject both to the institution's sanctions and to criminal sanctions provided by federal, state, and local law. Additionally, students with criminal convictions have limited eligibility for federal student aid.

Following is a list of important local and state statutes:

- Sarasota County Ordinances
  - Chapter 6 – Alcoholic Beverages
  - Chapter 86 – Offenses and Miscellaneous Provisions – Division 3. – Prohibited Drugs
- Florida Statutes
  - Chapter 561: Beverage Law: Administration
  - Chapter 562: Beverage Law: Enforcement
  - Chapter 563: Beer and Malt Beverages
  - Chapter 564: Wine
  - Chapter 565: Liquor
  - Chapter 856: Drunkenness; Open House Parties; Loitering; Prowling; Desertion
  - Chapter 893: Drug Abuse Prevention & Control
- Financial Aid

- Impact on Financial Aid due to Criminal Convictions

### 3. Health Risks

The use of alcohol and drugs can result in the following health concerns:

Drug	Health Risks
<b>Alcohol</b>	<ul style="list-style-type: none"> <li>• Alcohol use disorder</li> <li>• Liver disease</li> <li>• Heart disease</li> <li>• Depression</li> <li>• Stroke</li> <li>• Stomach bleeding</li> <li>• Sleep disorders</li> <li>• High blood pressure</li> <li>• Increased risk of drowning and injuries from violence, falls, and motor vehicle crashes</li> <li>• Increased risk of oral cancers and female breast cancer</li> </ul>
<b>Cannabis/Marijuana</b>	<ul style="list-style-type: none"> <li>• Slowed reaction time</li> <li>• Problems with balance and coordination</li> <li>• Increased heart rate and appetite</li> <li>• Problems with learning and memory</li> <li>• Anxiety</li> <li>• Chronic cough</li> <li>• Frequent respiratory infections</li> </ul>
<b>Hallucinogens (Ketamine, LSD, Psilocybin)</b>	<ul style="list-style-type: none"> <li>• Problems with attention, learning, and memory</li> <li>• Raised blood pressure</li> <li>• Dangerously slowed breathing</li> <li>• Depression</li> <li>• Ulcers</li> <li>• Kidney problems</li> <li>• Loss of appetite</li> <li>• Tremors</li> <li>• Frightening flashbacks</li> <li>• Paranoia</li> <li>• Mood swings</li> <li>• Muscle weakness</li> </ul>
<b>MDMA (Ecstasy/Molly)</b>	<ul style="list-style-type: none"> <li>• Sharp rise in body temperature leading to kidney failure or death</li> <li>• Long lasting confusion</li> <li>• Depression</li> <li>• Problems with attention, memory, and sleep</li> <li>• Increased anxiety</li> </ul>
<b>Tobacco</b>	<ul style="list-style-type: none"> <li>• Increased blood pressure, breathing, and heart rate</li> </ul>

	<ul style="list-style-type: none"> <li>• Exposes lungs to a variety of chemicals. Vaping also exposes lungs to metallic vapors created by heating the coils in the device</li> <li>• Increased risk of cancer, especially lung cancer when smoked and oral cancers when chewed</li> <li>• Chronic bronchitis</li> <li>• Emphysema</li> <li>• Heart disease</li> <li>• Leukemia</li> <li>• Cataracts</li> <li>• Pneumonia</li> </ul>
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Note: Data from National Institute on Drug Abuse (September, 2023). Retrieved from: <https://nida.gov/research-topics/commonly-used-drugs-charts>

## 5. Resources

### a. Immediate Need/Emergency:

For immediate assistance due to the danger associated with drugs or alcohol, please contact the New College of Florida Police Department. From an on-campus phone, dial 4210; from any other phone, dial 487-4210.

### b. University Education & Prevention:

Counseling and Wellness Center (CWC) is located on the Bayfront Campus. The CWC offers counseling services, student health services, case management, and health promotion services. Students can reach out for consultations and appointments. The contact information for CWC is: 941-487-4254, [wellness@ncf.edu](mailto:wellness@ncf.edu), <https://www.ncf.edu/cwc/>, 24/7 Crisis Hotline 941-487-4254, Option 2.

c. **ESPYP (Employee Assistance program)** is available 24/7 and is a free benefit that provides information, training, health education, short term counseling services to employees, and more. To access online services, visit [www.espyr.com](http://www.espyr.com) and request the login information, or contact ESPYR by calling 800-869-0276.

### d. Off Campus Intervention & Treatment:

- i. Tobacco Free Florida's Area Health Education Center
- ii. Smart Recovery
- iii. Moderation Management
- iv. Alcoholics Anonymous
- v. Narcotics Anonymous
- vi. Suncoast NA
- vii. Centerstone: 941-782-4600, <https://centerstone.org/>
- viii. Mindsol Wellness Center: 941-256-3725, <https://mindsolsarasota.com/>

### **Substance Abuse and Mental Health Services Administration National Helpline**

Free, confidential, 24/7, 365-day-a-year treatment referral and information service (in English and Spanish) for individuals and families facing mental and/or substance use disorders: 1-800-662-HELP (4357)



## 5. Discipline

New College of Florida will impose sanctions on students and employees consistent with local, State, and Federal law up to and including expulsion or termination of employment and referral for prosecution, for violations of the standards of conduct.

- **Employees**
  - In accordance with the 3-4021 Drug- and Alcohol-Free Workplace, 3-4014 Disciplinary Action, and 3-4007 Misconduct policies or the Collective Bargaining Agreement (as applicable), employees shall be subject to appropriate disciplinary action by New College of Florida authorities as set forth in the applicable rules and laws governing such actions. Actions may include a written reprimand, suspension, or dismissal.
- **Students**
  - In accordance with 6-3005 NCF Student Code of Conduct and the Student Conduct Process and Procedures, when a student allegedly violates the 6-3004 Alcohol and Other Drugs policy or the related provisions in the Student Code of Conduct, they will be referred to the Division of Student Affairs, which will handle the matter in accordance with established procedures. The Office of Student Affairs will investigate and determine responsibility and if determined, sanctions will be imposed. New College of Florida may make disclosures to the parent of a student regarding the student's violation of any federal, state, or local law, or any rule or policy of the institution, governing the use or possession of alcohol or a controlled substance without the student's consent, if it is determined that the student committed a disciplinary violation with respect to that use or possession.

### Appendix

- A - Housing Contract 2024-2025

Authorized New College of Florida personnel may enter assigned rooms for routine procedures such as cleaning, pest control, and maintenance replacement (e.g. air filters or fire alarm checks). When possible, 24-hour written notice to occupants will be given via email for these purposes. All rooms will be inspected at least twice per semester before, during, or after scheduled closures and/or breaks. If a violation of the code of conduct has been identified during a room/suite inspection, authorized New College of Florida personnel will document and/or confiscate the violation and follow up via email with the resident(s) regarding the alleged violation. Authorized New College of Florida personnel may return within 30 days to conduct a follow up inspection at the discretion of the Director of Housing and Residence Life or Designee. New College of Florida officials may enter a room without notification when a clear and present danger exists to students and/or property, to recover stolen property, and when there is a clear and present violation of the New College of Florida's drug and alcohol policy or State law, as identified by New College of Florida officials and law enforcement.

- No open flames, no smoking, vaping, candles, flexible extension cords, drug paraphernalia, deep fryers, gas powered appliances/vehicles, toaster ovens, hot plates, or other open element appliances are allowed

in residential or common areas. Smoking and vaping are NOT permitted on campus. Students may NOT smoke in doorways, balconies or entrance ways of any dorm. Rooms/Suites identified as having been smoked in will be repainted and furniture professionally cleaned. The cost for this service will be billed to the resident's student account. Students found smoking/vaping on campus may receive a warning for the first offense and may be fined for each subsequent violation. This includes any cigarette containers left out in front of an assigned residential space.

- FERPA and Drugs/Alcohol. New College of Florida may make disclosures to the parent of a student regarding the student's violation of any federal, state, or local law, or any rule or policy of the institution, governing the use or possession of alcohol or a controlled substance without the student's consent, if it is determined that the student committed a disciplinary violation with respect to that use or possession. (See 34 CFR 99.31(15)). Refer to <https://www.ncf.edu/life-at-new/safety-conduct/> for policies, procedures, and other announcements.



# Drug Free Schools and Communities Act

The New College of Florida is committed to providing a healthy and safe environment for all students, staff, and faculty. The New College of Florida's drug and alcohol abuse prevention program seeks to provide students and employees support regarding the use and abuse of drugs and alcohol. The Drug-Free Schools and Communities Act was passed in 1989 as part of the reauthorization of the Higher Education Act and requires institutions of higher education that receive federal funding to execute a drug and alcohol abuse prevention program for its campus community.

The use of alcoholic beverages by members of the New College of Florida community while on campus is at all times subject to the alcohol beverages laws and ordinances of the City of Sarasota, County of Sarasota, and State of Florida. Enforcement of alcohol laws and ordinances on campus is the responsibility of the New College of Florida Police Department and any other law enforcement agency representative participating in operations associated with mutual aid requests. Alcohol consumption on New College of Florida is permitted only under certain circumstances, in accordance with established regulations, and in designated locations. Violators are subject to disciplinary action, criminal prosecution, fine and/or imprisonment. Any organization that requests the consumption of alcoholic beverages for any function on the New College of Florida campus must coordinate that request through the event request process. Any organization that violates alcohol use/laws may be subject to sanctions by the New College of Florida.

Below are the related New College of Florida regulations and policies.



## New College of Florida regulations

- New College of Florida Regulation 3-4007: Misconduct
- New College of Florida Regulation 3-4010: Discipline
- New College of Florida Regulation 3-4020: Smoking in Buildings
- New College of Florida Regulation 3-4021: Drug- and Alcohol-Free Workplace
- New College of Florida Regulation 6-3004: Alcohol and Other Drugs
- New College of Florida Regulation 6-3005: New College of Florida Student Code of Conduct
- Student Event Host Policy
- Housing Contract 2024-2025 (Appendix A)

## **Medical Amnesty**

In the case of a medical emergency, please dial 911 or the New College of Florida Police Department at 941-487-4210. The caller and the affected party are both within the realm of Medical Amnesty. Safety comes first.

New College of Florida seeks to ensure that students at medical risk as a result of alcohol or substance misuse will receive prompt and appropriate medical attention. Students are encouraged to seek immediate medical assistance when they are concerned about their own health or that of another individual. Medical Amnesty policy benefits our campus by encouraging students to make responsible decisions in seeking medical attention in serious or life-threatening situations that result from alcohol and/or other drugs' misuse/abuse and in any situation where medical treatment is reasonably believed to be appropriate/ Medical Amnesty attempts to ensure that intoxicated students receive immediate medical assistance and follow up assessment to reduce the likelihood of future incidents. An individual who requests assistance on behalf of another individual for either an alcohol or drug related transport will not be subject to discipline with respect to the circumstances necessitating the transport.

Medical Amnesty applies to a student when it is determined that the individual sought emergency medical attention for oneself or another person; or medical assistance was sought for them by another student. When Medical Amnesty applies, the student will not be charged with an AOD violation by the Dean of Student Affairs or designee. The Dean, or designee, may mandate in such cases that the student undergo an AOD substance abuse assessment with the Counseling and Wellness Center. Failure to complete the assessment may itself be considered a violation of the Student Code of Conduct. Refusal of Medical Amnesty by the affected party negates this procedure, and any potential violations will be handled as otherwise dictated by the Regulation.

It should be noted that foregoing policy applies only to cases that are brought before the Office of Student Affairs, and has no authority over formal charges brought against a student by law enforcement or any other institution, including but not limited to the State Attorney's Office. Medical Amnesty does not apply to any other prohibited behavior such as illegal distribution of illicit substances, harassment, or assault.

The Medical Amnesty Policy applies to New College of Florida students who are victims of sexual assault under the influence of alcohol or other drugs.

Disclaimer for the invocation of Medical Amnesty: Any student or students who would ordinarily have been found to be in violation of this AOD Regulation but were not charged by claiming the Medical Amnesty clause may be subject to additional non punitive measures administered by the Dean of Student Affairs in accordance with the severity of the situation, depending on a variety of factors. Such factors include but are not limited to the specific substance(s) in question, use/misuse of the substance(s) that resulted in medical attention being necessary, and likelihood of further medical intervention in the future as related to the substance(s) or incident in question.

## **Local, State, and Federal Laws**

Sarasota County, Sec. 6-113. - Possession of Open Containers and consumption of Alcoholic Beverages on Public Rights-of-Way prohibited in the unincorporated area of Sarasota County.

It shall be unlawful for any person to possess an Open Container or consume an Alcoholic Beverage upon any Public Right-of-Way in the unincorporated area of Sarasota County. A person shall be deemed in possession of an Open Container if said person handles the Open Container or the Open Container is in the clothes or on the body of the person.

Florida State Statute Chapter 562 makes it unlawful:

- for any person under the age of 21 years to have in his or her possession, alcoholic beverages
- to sell, give, serve, or permit to be served alcoholic beverages to a person under 21 years of age or to permit a person under 21 years of age to consume said beverages on licensed premises.
- for any person to misrepresent or misstate his or her age or the age of any other person for the purpose of inducing any licensee or his or her agents or employees to sell, give, serve, or deliver any alcoholic beverages to a person under 21 years of age, or for any person under 21 years of age to purchase or attempt to purchase alcoholic beverages.

Florida State Statute Chapter 562 can be viewed in more detail at

[http://www.leg.state.fl.us/statutes/index.cfm?App\\_mode=Display\\_Statute&URL=0500-0599/0562/Sections/0562.11.html](http://www.leg.state.fl.us/statutes/index.cfm?App_mode=Display_Statute&URL=0500-0599/0562/Sections/0562.11.html)

Florida State Statute Chapter 893 states that except as authorized by this chapter and chapter 499, a person may not sell, manufacture, or deliver, or possess with intent to sell, manufacture, or deliver, a controlled substance. Florida State Statute Chapter 893 can be viewed in more detail at

[http://www.leg.state.fl.us/statutes/index.cfm?App\\_mode=Display\\_Statute&URL=0800-0899/0893/Sections/0893.13.html](http://www.leg.state.fl.us/statutes/index.cfm?App_mode=Display_Statute&URL=0800-0899/0893/Sections/0893.13.html)

To this end, the institution advises all community members that it is unlawful to be under the influence of, use, possess, distribute, sell, offer, or agree to sell, or represent to sell narcotics, hallucinogens, dangerous drugs, or controlled substances, except as where permitted by prescription or law. Any violation of state and federal drug laws may be cause for disciplinary action and criminal prosecution.

The use of alcoholic beverages by members of the campus community is at all times subject to the alcoholic beverage laws of the State of Florida and New College of Florida's alcohol policy and guidelines. Specifically, it is unlawful for any person under the age of 21 to be in possession of an alcoholic beverage; it is unlawful for any person to sell, give, serve or permit to be served alcoholic beverages to a person less than 21 years of age or to consume said beverages on licensed premises. It is also unlawful for any person to misrepresent or misstate his or her age or the age of any other person for the purpose of inducing any licensee or his or her agents or employees to sell, give, serve or deliver any alcoholic beverage to a person less than 21 years of age. A violation of the preceding may be cause for disciplinary action and criminal prosecution. Furthermore, servers can be held civilly liable for damage caused by underage drinkers to whom they provided alcoholic beverages.

The New College of Florida Regulations Manual and Student Code of Conduct should be consulted for further information. For more detail, please refer to the following regulations. The full text of these regulations is available at [ncf.edu/regulations](http://ncf.edu/regulations).

- NCF Regulation 6-3004 Alcohol and Other Drugs
- NCF Regulation 6-3005 New College of Florida Student Code of Conduct

- NCF Regulation 3-4021 Drug and Alcohol-Free Workplace

### **Alcohol and Other Drug Programs and Interventions**

The Employee Assistance Program (EAP) managed by Espyr is 24 hours a day, 7 days per week confidential help line for employees and their families who may need assistance with life, family or financial challenges. The EAP offers benefitted employees and immediate family members who live in their household (as defined by the State Health Insurance Program) with free, short-term counseling for personal or work-related issues. Total confidentiality and anonymity is provided to those who call the EAP for consultation. A licensed counselor is available 24 hours a day. Employees and their eligible family members are entitled to four EAP sessions, per issue, each year. Counselors are located within the surrounding community. To access online services, visit [www.espyr.com](http://www.espyr.com) and request the log in information, or contact Espyr by calling (800) 869-0276. The New College of Florida provides this service to employees to assist them in taking action and dealing with issues early.

The New College of Florida is committed to the safety and well-being of both its students and the campus community. Educational programming shall be regularly provided by the New College of Florida regarding prevention and treatment resources and students are strongly encouraged to visit the Counseling and Wellness Center for assistance with substance-related problems.

The Counseling and Wellness Center, located at 5805 Bay Shore Road, Sarasota, FL 34243 can coordinate drug or alcohol counseling and treatment or rehabilitation program services. Counseling services are free and confidential to New College of Florida students. Counseling services do not provide specialized drug or alcohol treatment and students, faculty, and staff will be referred to local resources by the case manager. If in need of this coordination, please contact (941) 487-4254 option 1 and request case management services. Further information pertaining to education, prevention, and awareness programs are available on line at <https://www.ncf.edu/cwc/>.

The CWC provides the following training to New College of Florida students:

- Alcohol and Other Drugs - Fall Orientation
- Party Smart/Alcohol and Other Drugs Training

With combined efforts from the New College of Florida Police Department and local law enforcement partners, the following enforcement programs occur regularly:

- DUI enforcement
- ID Checks on campus

The Office of Student Activities and Campus Engagement requires that all on campus events sponsored by students have approval through their office to hold such event. On campus events where alcohol is served must be approved prior to the event.

## Discipline

### Drug Free/Alcohol Free Workplace

New College is a drug-free workplace in accordance with Chapter 112.0455, Florida statutes. The unlawful manufacture, distribution, possession or use of alcohol or a controlled substance is prohibited on New College of Florida property or in connection with any of its activities. No employee is to report to work while under the influence of illegal drugs or alcohol. Any New College of Florida employee determined to have violated this policy shall be engaged in misconduct as defined in NCF Regulation 3-4007 Misconduct, and will be subject to disciplinary procedures and actions under NCF Regulation 3-4010 Discipline. Possible action may include, but not limited to, probation, counseling, psychiatric treatment, drug or alcohol evaluation/treatment, suspension, and termination. Refer to Regulation 3-4021, Drug and Alcohol-Free Workplace, available at <https://www.ncf.edu/departments/office-of-the-general-counsel/regulations-policies-procedures/>

The possession and use of controlled drugs by members of the New College of Florida community must at all times be in accordance with the provisions of Florida law and the regulations of the university. Under Florida law, no person may possess substances regulated under the provisions of Chapter 893, Florida Statutes, unless dispensed and used pursuant to prescription or otherwise authorized by law. Sale and delivery of such substances are prohibited unless authorized by law.

### Policy Violations

Violation of the policies and laws by an employee is grounds for disciplinary action up to and including termination in accordance with applicable university regulations and/or collective bargaining agreements. Disciplinary actions may also include reprimand or suspension. Additionally, a violation may be reason for evaluation and treatment of a drug and/or alcohol use disorder or referral for prosecution consistent with local, state, and federal criminal law. Disciplinary action by the New College of Florida does not preclude the possibility of criminal charges against an employee. Similarly, the filing of criminal charges does not preclude action by the New College of Florida. Florida law prohibits the possession of alcoholic beverages by persons under age 21. Florida law also makes it a crime for any person to possess or distribute controlled substances. Individuals who have been convicted of a felony involving the sale of or trafficking in, or conspiracy to sell or traffic in a controlled substance under certain circumstances may be disqualified from applying for state employment. Penalties under federal law for drug trafficking generally are greater than penalties under state law.

Alleged student violations of New College of Florida Regulation 6-3004 will be referred to the Office of Student Affairs, which will handle the matter in accordance with established procedures. The Dean of Student Affairs or designee will meet with the student and propose requirements that the student must satisfy or, if applicable, a sanction. If the student rejects the proposal, the student's case will go before the Community Board.

Students alleged to have violated this Regulation will, when appropriate, be encouraged to meet with professionals in the Counseling and Wellness Center.

### Major and Minor Violations

1. **Major violations:** include possession of any quantity and/or use of "hard" drugs or non-prescribed prescription drugs, distribution of alcohol to minors, possession of distribution quantities and/or actual

distribution of any illegal drugs or prescription drugs. Tampering with smoke detectors in any way is an immediate threat to safety and is a major violation.

- a. Hard drugs: include, but are not limited to, heroin, cocaine, and methamphetamine.
2. **Minor violations:** include underage use of alcohol and personal possession and/or use of marijuana (less than 20 grams).
3. Uncooperative behavior may elevate a violation to a higher level of violation and, therefore, a more serious response from the college. Uncooperative behavior includes, inter alia, the following:
  - a. Student refuses to show identification
  - b. Student refuses to surrender illegal drugs or alcohol
  - c. Student is overtly uncooperative to lawful requests from New College of Florida staff or law enforcement
4. In no way does this limit the discretion of New College of Florida staff to contact law enforcement. When New College of Florida staff believes it is necessary, law enforcement may be called on to assist, investigate, and potentially detain a student for violation of this Regulation.

In the event a student admits or is found responsible for a violation of this Regulation, the following levels of response shall be applied:

1. Level one: This level is for first time minor violations without aggravating factors, such as uncooperative behavior. For such violations the student shall be given the opportunity to voluntarily meet with professionals in the Counseling and Wellness Center and participate in alcohol and other drug education. The format of this education will be at the discretion of the Dean of Student Affairs or designee and may include an internet-based training module or meeting/programing with the designee. The student shall provide the Dean of Student Affairs, or designee with confirmation that the student met with the Counseling and Wellness staff and completed the alcohol and other drug education within 30 days of the finding of responsibility for the violation. In the event the student refuses a voluntary meeting at the Counseling and Wellness Center and alcohol and other drug education then the Dean of Student Affairs shall contact the student's parents or guardians and the student will be put on probation for one year.
2. Level two: This level is for a second minor violation of this Regulation as well as a first violation with aggravating factors, such as uncooperative behavior or tampering with a fire alarm. For such violations the student shall be required to participate in alcohol and other drug education. The format of this education will be at the discretion of the Dean of Student Affairs or designee and may include an internet-based training module or meeting/programing with the designee. The student shall provide the Dean of Student Affairs, or designee with confirmation that the student completed the alcohol and other drug education within 30 days of the finding of responsibility for the violation. The student's parents or guardians will also be contacted and the student will be placed on probation for one year. The student may also be required to do up to 75 hours of community service.
3. Level three: This level is for a third minor violation of this Regulation, a second minor violation with aggravating factors, and all major violations. At a maximum the student may be expelled and



permanently trespassed from campus. At a minimum the student's parents or guardians will be notified, the student will be trespassed from campus after 8:00 PM, and the student will be placed on probation for no less than one year.

Educational or disciplinary action by New College of Florida does not preclude the possibility of criminal charges against the individual. Similarly, the filing of criminal charges does not preclude action by New College of Florida. These are independent systems and both may be applied.

### **Prevention and Intervention**

The New College of Florida is committed to the safety and well-being of both its students and the campus community. Educational programming shall be regularly provided by New College of Florida regarding prevention and treatment resources and students are strongly encouraged to visit the Counseling and Wellness Center for assistance with substance-related problems.



## **Programs to Prevent Crime, Sexual Violence and Alcohol/Drug Abuse**

### **Crime Prevention Programs**

The New College of Florida Police Department strongly recommends all students and members of the faculty and staff to be involved in campus crime prevention. Information on security and safety concerns and precautions are provided to students, faculty, and staff members regularly through briefings, orientation presentations, bulletins, crime alerts, posters, brochures, and residential bulletins, as well as student and

employee publications. Those wishing to schedule a crime prevention presentation should contact the New College of Florida Police Department at (941) 487-4210.

In addition, the New College of Florida Counseling and Wellness, Student Affairs, and Police staff provide individual and group presentations on issues of personal safety and health and wellness to individuals and/or groups upon request or on one-on-one opportunities. Educational and prevention resources are available at <https://www.ncf.edu/departments/counseling-wellness-center/>.

Florida statutes declare that it is unlawful for any person under 21 years of age to possess or consume alcoholic beverages. Consequently, no one under the legal drinking age may consume, distribute or possess alcohol on college properties or as part of any college activity. It is unlawful to sell, give, serve, or permit alcoholic beverages to be served to anyone under 21 years of age. Furthermore, servers can be held civilly liable for damage caused by underage drinkers to whom they provide alcoholic beverages.

It is unlawful to be under the influence of, use, possess, distribute, sell, offer, or agree to sell, or represent to sell narcotics, hallucinogens, dangerous drugs, or controlled substances, except as where permitted by prescription or law. The Campus Police Department enforces Florida's impaired driving laws. Never drink and drive. Violations of these laws are dealt with both through the criminal courts and the Office of Student Affairs. Students found liable are subject not only to criminal prosecution, but to administrative sanctions, including permanent expulsion from the College.

### **Bike Security and Safety**

The New College of Florida Police Department offers the Bicycle Anti-theft Program (B.A.T.). By registering your bicycle and affixing a New College of Florida B.A.T. decal to the bicycle, the owner is authorizing any officer to stop anyone operating the bike to confirm ownership, or permission to possess should the officer suspect that the operator is not the owner. This is a voluntary program, and participation is not required in order to register your bike with the New College of Florida Police Department.

Other tips include:

- Ride defensively, with the flow of traffic, and always use hand signals.
- Florida law mandates that if you ride your bike between sunset and sunrise, you must have a white light on the front that is visible 500 feet to the front and a red light on the rear that is visible from a minimum of 600 feet. We strongly recommend that you wear a helmet.
- When cycling, be AWARE, VISIBLE, and PREDICATBLE.
- Be considerate of pedestrians and vehicle drivers. A small bell or horn may assist in moving through pedestrian traffic on sidewalks and the U.S. 41 pedestrian overpass.
- Do not impede free use of handicap ramps or other access points.
- Do not lock bikes to trees, signposts, handrails, stairwells, etc.
- Keep your bike maintained, especially the brakes.
- Register your bike and record the serial number with the New College of Florida Police Department, free of charge. You may also engrave the bicycle.
- Use a U-lock type device to secure your bike. Bikes locked with cables or small chains are frequently stolen.

- When locking your bike, secure both the frame and front wheel to the bike rack.
- Report suspicious activity or loitering around bike racks to the New College of Florida Police Department by calling (941) 487-4210.

The New College of Florida Police Department periodically conducts physical security surveys of campus facilities that may be vulnerable to criminal intrusion. Specific recommendations are made regarding security hardware, alarms, devices, or procedures that will serve to reduce the opportunities for crime to occur in or around campus building/residential areas.

No community is 100% crime free. A college campus is not unlike any other community with the same problems and concerns. Although the incidence of serious crime at New College of Florida is relatively low, the Police Department encourages all members of the college community to learn good crime prevention habits. Most crimes of opportunity can be avoided with a little planning and common sense. Good crime prevention is simply teaching people how to avoid becoming victims. The New College of Florida Police Department recognizes the types of problems that commonly occur on campus and is involved in presenting information on a number of safety and security topics.

### **Security of Campus Facilities and Residence Halls**

The campus is a public institution and, with the exception of residence halls, is open to the public during the day and evening hours when classes are in session. After these hours, campus buildings are generally locked and only faculty, staff, and students are allowed admittance within college policy. New College of Florida Police provide regular patrol of campus grounds, buildings, on and off campus residential areas, and parking lots.

Resident students are issued a key and/or access card at check-in so they may have access to their living unit. Students are encouraged to safeguard keys and/or access cards in order to enhance their personal safety and the safety of others. An effective residence hall security system depends upon resident cooperation, staff supervision, and Police assistance.

The best security system is one in which every member of the community takes personal responsibility for self-protection, the protection of their property, and community awareness and active participation to benefit the welfare of all community members.

New College of Florida Police regularly patrol the on and off campus residential areas and are readily available to assist on a 24-hour basis. A Resident Hall Director and Resident Advisor are on duty every night for assistance and security purposes. These personnel are representative of the College's concern for the protection of persons and property. Maintenance personnel make inspections and corrections as needed. Students are encouraged to call Housing or New College of Florida Police to report any security deficiencies.

The Physical Plant maintains campus buildings and grounds with a regard for the safety and security of all persons and property. Inspections are routinely conducted and repairs are promptly made to ensure that appropriate safety and security standards are met. The custodial staff and Police monitor for any safety and security concerns and report any deficiencies noted. Police routinely report any lighting outages, conduct

periodic lighting surveys, and report their findings to the Physical Plant for corrective maintenance as required.



During the school year, the New College of Florida campus is home to students that live on campus residential facilities. Keeping the residence facilities safe requires attention to some particular security concerns:

- Always lock the doors and windows in your room.
- Be sure to close and lock your room door if you will be away, even for a minute.
- Do not leave the key to your room in the lock of the door.
- If a door lock is broken, contact Physical Plant personnel to make repairs.
- Never prop open building entrances or room doors.
- Do not admit unauthorized/uninvited persons into your room.
- Keep your valuables out of sight. Record the serial number of expensive items, especially those that are easily stolen, such as electronics. Police will need the serial number to enter stolen items into the stolen item database, and it greatly increases the chance that your property can be positively identified if recovered. The Police can supply an engraver to apply an owner selected number to items that have no serial number.
- Soliciting and sales by non-affiliated vendors or sales persons are not allowed on campus. Report solicitors that you may encounter to New College of Florida Police at (941) 487-4210.

## Personal Safety

### Office Security

Faculty, staff, work-study students, and student organizations work in an office environment. This situation poses a special concern due to the high amount of traffic through buildings and offices. Opportunistic crime occurs when security awareness and crime prevention fall by the wayside.

The best plan is to be a good ambassador for your department and the New College of Florida. If you see someone who appears lost, out of place, or loitering, approach and offer assistance or directions. If their business is legitimate, you have created a good impression. If it is not, you have put the person on notice that security awareness is priority. You have also taken the opportunity to get a good description of the individual. If the awareness you receive seems evasive, hostile, or otherwise unsatisfactory, call the New College of Florida Police Department. If the individual is clearly a threat to safety or property, or is acting in a strange or bizarre fashion, avoid contact and call New College of Florida Police immediately.



Other tips for a safe office include:

- Do not loan out office keys or allow them to be copied.
- Keep your purse, wallet or other valuables locked in a cabinet or drawer.
- If your office will be unattended, even for a minute, lock the door.
- Record the description and serial numbers of office equipment, especially highly portable computer equipment.
- Keep petty cash locked up at all times and make periodic checks of the amount.
- Lock doors and windows at the end of the working day.
- Never prop open exterior doors. Do not hold the door open for anyone that you don't know.
- Call New College of Florida Police for a security escort if leaving your office late at night, or anytime you feel unsafe.
- Do not attach your ID to your keys, mark your keychain with your name and address, or anything that would indicate the keys are from the New College of Florida.

## Auto Security and Safety

Auto theft is a growing problem and the campus area is not immune. Take action to safeguard your vehicle:

- Lock all doors while driving and after parking.
- Store valuables out of sight or locked in a trunk.
- Help secure your vehicle against theft or burglary with an electronic alarm or steering wheel locking bar.
- If you don't use your car regularly, check on it every day or two.
- Keep a copy of your registration, insurance, and title in a safe place separate from your vehicle.
- Immediately report all thefts, as well as any suspicious activity in parking lots to New College of Florida Police.

## Identity Theft

Identity theft is growing at an alarming rate. It affects 2-3 million people per year. Identity theft occurs when personal information has been compromised and used to commit fraud or theft. During the course of the day, there are many occasions when checks are written, purchases are made with credit/debit cards, and information is received or sent via mail or telephone. These normal transactions can result in the theft of a person's identity.

Minimize the risk by managing credit information carefully and responsibly:



- Don't leave credit information lying around in your vehicle.
- Shred voided checks, unused deposits/withdrawal slips and credit card offers received through the mail.
- Keep the number of credit cards to a minimum.
- If you keep a receipt, black out the account number.
- Never give out personal information to strangers on the phone.
- Be conscious of your surroundings at ATM's or when giving out information over the phone (i.e. making credits card purchase or discussing your account with a legitimate financial institution). Make sure your pin # or conversation can't be seen or overheard by someone who may be "lurking" in the area.
- Check your credit report once per year with a credit bureau.
- Never share your passwords or pin numbers.
- Never loan someone your cell phone.
- If you become a victim, or suspect you might be, contact New College of Florida Police immediately for assistance.

## Crime Prevention Programs

The New College of Florida Police Department offers educational programs, presentations, and literature promoting responsible decision making and providing education on the legal consequences of alcohol and drug use. The New College of Florida Police Department lobby contains a supply of brochures and other printed material about this subject, which are available to the public free of charge. New College of Florida students should take the time to familiarize themselves with the New College of Florida Regulation 6-3004 Alcohol and Other Drugs, which is available online at <https://www.ncf.edu/wp-content/uploads/2023/01/6-3004.pdf>.

## **Crime Prevention Programs**

The New College of Florida Police Department offers several services to the NCF community to promote safety across campus through educational programs. Some of these services include conducting security surveys for different departments across campus, registering your property with the New College of Florida Police Department to prevent theft, and crime reporting if you or someone you know becomes a victim of a crime. To find out more about the services we offer, contact the New College of Florida Police Department Community at (941) 487-4210.

## **Free Bicycle and Laptop Registration**

The New College of Florida Police Department offers the Bicycle Anti-Theft program (B.A.T.). By registering your bicycle and affixing a New College of Florida B.A.T. decal to the bike, the owner of the bike is authorizing any officer of the New College of Florida Police Department to stop anyone operating the bike to confirm ownership or permission to possess should the officer suspect that the operator is not the owner. This is a completely voluntary program.

## **Free Loaner Bicycle Locks Available from the New College Student Alliance and New College of Florida Police Department**

The New College Student Alliance (NCSA) has partnered with the New College of Florida Police Department to offer free loaner bike locks to currently enrolled New College of Florida students. NCSA provides the funding and the police department handles the logistics of distributing the locks from the New College of Florida Police Department. Eligible Students must have a valid New College of Florida ID Card and be currently enrolled. The locks are available 24/7. There are a limited number of locks available. The locks must be returned to the New College of Florida Police Department by the end of the semester. For more information, contact the New College of Florida Police at (941) 487-4210 or NCSA Business Manager Dawn Shongood at (941) 487-4265 or [dshongood@ncf.edu](mailto:dshongood@ncf.edu).

## **Engraving**

Protect your valuables: engrave them with your driver's license number. How can this help? Should something of value to you (bicycle, television, stereo equipment, computer, etc.) ever be stolen, there is a much higher likelihood you will get your belongings back if they are recovered. An engraving device is available at the New College of Florida Police Department free of charge. You can do it yourself or have a police officer assist you.

## **Dorm Patroller Program**

Dorm safety patrollers are responsible for patrolling the east campus on foot for the purpose of identifying unsafe conditions and suspicious activities or persons. Specific patrol emphasis will be placed on Palm Court, east campus dormitory areas, swimming pool, Hamilton Center, and east campus parking lots. A patroller's

primary responsibility is to serve as eyes and ears in promoting campus safety and to promptly notify the New College of Florida Police of suspicious circumstances or unsafe conditions. The patrollers' direct supervisor will be the New College Police Department shift supervisor, or senior officer on duty.

Specific duties and responsibilities include:

- Identifying and promptly reporting suspicious persons or activities as they are observed and maintaining visual surveillance of the subject(s) until officers arrive.
- Identifying unsafe conditions, such as malfunctioning security lighting, unsecured exterior doors on buildings, broken glass or other safety, fire or security hazards that may endanger the health and safety of the campus community and promptly reporting such to the New College of Florida Police Department.
- Providing information, escorts, and other security services, as needed, to members of the campus community.
- Assisting with special campus and other student sponsored events.

## **Violence Against Women Act (VAWA) Prevention Programs**

The New College of Florida engages in comprehensive programming, initiative and campaigns intended to end dating violence, domestic violence, sexual assault and stalking.

### **Self Defense Training**

The self-defense class offered on the New College of Florida campus, once each semester, is a practical and comprehensive session led by a police defensive tactics instructor and a Brazilian Jiu-Jitsu (BJJ) professional fighter. This class merges the tactical approaches used in law enforcement with the strategic techniques of BJJ, providing a well-rounded self-defense education. Participants will learn essential skills, including situational awareness, escape tactics, and physical self-defense techniques applicable to real-world situations. The class emphasizes safety and respect, with interactive drills and sparring exercises designed to build confidence and proficiency. This opportunity aims to enhance personal safety and empower participants with the knowledge and skills needed to handle potentially threatening situations effectively.

### **Counseling and Wellness Outreach and Education Efforts**

Counseling and Wellness staff offer a variety of educational trainings related to violence prevention. Topics include Bystander Intervention, Rape Culture, Consent, Healthy Relationships, Relationship Violence and many more. Several of the presentations provided by Counseling and Wellness staff are tailored to meet the requested learning outcomes of the particular audience. Additionally, with the support of campus partners, various large scale outreach events such as Take Back the Night, Sexual Assault Prevention Month, Awareness Day, and more.





## Missing Student Notification Policy

In all incidents in which it is believed that a residential student is missing, time is of the essence. The New College of Florida Police Department will be the law enforcement agency with primary responsibility for conducting the investigation. Report all suspected missing persons to the New College of Florida Police Department immediately. Pursuant to the Higher Education Opportunity Act, each student residing on campus has the option of registering a confidential contact person to be notified in case that student is determined to be missing. For students less than 18 years of age and not emancipated, a parent or guardian must be the designated contact. Only authorized campus officials and law enforcement officers conducting the missing person investigation may access a student's confidential contact information.

As soon as circumstances dictate, and no later than 24 hours from the time a person was believed to be missing, the Director of Housing and Residence Life or the Dean of Students will contact the New College of Florida Police Department at (941) 487-4210 to provide information regarding the residential student that may be missing. Any member of the campus community who is concerned that a residential student may be missing is encouraged to contact the New College of Florida Police Department to report their concerns as well.

Report all persons missing from campus to the New College of Florida Police Department, even if they have not registered a contact person. In the event that an investigation has confirmed that a residential student is missing, the Higher Education Opportunity Act mandates that the designated contact be notified within 24 hours. The New College of Florida Police will immediately notify the designated contact upon confirmation

that the student is missing. Other local law enforcement agencies will also be notified and the missing student will be entered into the Nationwide Computer Database. The New College of Florida Police Department, working closely with the Dean of Students and Director of Housing and Residence Life, will make contact and will keep all applicable parties informed during the course of the investigation until the matter is closed.

## Annual Disclosure of Crime Statistics

### STATISTICAL REPORTING UNDER THE CLERY ACT

Reporting of statistics under the Clery Act uses federal offense definitions that allow comparability across campuses/locations, regardless of the state/location in which the campus is located. These definitions are as follows:

The statistics provided also include Clery Act crime report data received from other law enforcement agencies within jurisdiction in geographical areas outside of the main campus where the New College of Florida owns, leases, or controls property where educational activity occurs. In order to comply with this portion of the statistical reporting requirement, the Clery Compliance officer completes an annual process of property identification, determination of law enforcement jurisdiction, request for Clery Act crime statistics from appropriate law enforcement agencies, and follow up contact to ensure a reasonable, good faith effort is completed in the collection of required statistics. This same process is also conducted with the local law enforcement agency that has jurisdictional control over public areas adjoining the New College of Florida. This is completed on an annual basis with requests to agencies via online public records request, via email request, or via standard mail. The following law enforcement agencies were contacted for 2023 Clery Act crime data.

- Sarasota County Sheriff's Office
- Sarasota Police Department
- Manatee County Sheriff's Office
- Sarasota-Bradenton International Airport Police Department

### Clery Designated Crime Definitions

**Murder/Non-Negligent Manslaughter:** The willful (non-negligent) killing of one human being by another and includes any death caused by injuries received in a fight, argument, quarrel, assault or commission of a crime.

**Negligent Manslaughter:** The killing of another person through gross negligence. Any death caused by the gross negligence of another. In other words, it's something that a reasonable and prudent person would not do.

**Sex Offenses:** Any sexual act directed against another person, forcibly or against the person's will where the victim is incapable of giving consent and includes:

- Rape: The penetration, no matter how slight, of 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.
- Fondling: The touching of the private body parts of another person for the purpose of sexual gratification, without consent of the victim, including instances where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental incapacity.
- Incest: Sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
- Statutory Rape: Sexual intercourse with a person who is under statutory age of consent.

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

**Aggravated Assault:** An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by means likely to produce death or great bodily harm.

**Burglary:** The unlawful entry of a structure with the intent to commit a felony or theft.

**Motor Vehicle Theft:** The theft or attempted theft of a motor vehicle. A motor vehicle is self-propelled and runs on the surface and not on rails. Motorboats, construction equipment, airplanes, and farming equipment are specifically excluded from this category.

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

Note that only fires determined through investigation to have been willfully or maliciously set are classified as arsons. Arson is therefore the only Clery Act offense that must be investigated before it can be disclosed. If other Clery Act offenses were committed during the arson incident, the most serious is counted in addition to the arson.

**Domestic Violence:** Includes felony or misdemeanor crimes of violence committed by a current or former spouse or intimate partner of the victim; by a person with whom the victim shares a child in common; by a person who is cohabitating with or has cohabitated with, the victim as a spouse or intimate partner; 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 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 occurred.

**Dating Violence:** Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of such relationship shall be determined based on the reporting party's statement and with consideration of 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 threat of such abuse. Dating violence does not include acts covered under the definition of domestic violence.

**Stalking:** Engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for his or her safety or the safety of others or 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.

**Liquor 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 drunkenness.

**Drug 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.

**Illegal Weapons Possession:** 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. The classification encompasses weapons offenses that are regulatory in nature.

**Hate Crime:** A criminal offense that manifests evidence that the victim was intentionally selected because of the perpetrator's bias against the victim.

**Bias:** A performed negative opinion or attitude toward a group of persons based on their race, gender, religion, disability, sexual orientation, ethnicity, national origin or gender identity.

**\*\*Hate crimes are also counted when reported in conjunction with the following crimes:**

**Larceny-Theft:** The unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another.

**Simple Assault:** An unlawful physical attack by one person upon another where neither the offender displays a weapon, nor the victim suffers obvious or severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe lacerations, 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.

**Vandalism or destruction of property:** To willfully or maliciously destroy, damage, deface, or otherwise injure real or personal property without the consent of the owner or the person having custody or control of it.

### **Definitions as defined by Florida Law**

**Rape and sexual battery (sexual assault):** Oral, anal, or vaginal penetration by, or union with (touching), the sexual organ of another or the anal or vaginal penetration of another by any other object, without consent.

Consent: Consent to sexual activity must be: knowing, intelligent, unambiguous, and voluntary. Consent is active, not passive. This means there must be a clear and willing participation, through words or actions, for each sexual act. Submission to sexual activity that is the result of force, coercion, or threats is not valid consent.

- Consent to one type of sexual activity does not imply consent to other types of sexual contact. There must be consent at every stage of the sexual encounter.
- Past consent to sexual activity does not imply consent to future sexual activity.
- Consent can be withdrawn at any time, including in the middle of the sexual encounter, if the withdrawal of consent is clearly indicated by words or actions.

Individuals who are incapacitated by voluntary or involuntary alcohol or drug use (legal, illegal, or prescription); asleep; unconscious; mentally impaired by disease or illness; or under 18 years of age cannot give consent to sex (no matter what they say or do).

Domestic Violence: Assault, aggravated assault, battery, aggravated battery, sexual assault, sexual battery, stalking, aggravated stalking, kidnapping, false imprisonment, or any criminal offense resulting in physical injury or death of one family or household member by another. It includes hurtful, repeated and intentional behavior that one person uses to maintain power and control over another in an intimate relationship. The behavior can manifest as abuse that is verbal, emotional, psychological, physical, or sexual. Behaviors may include, but are not limited to: threats, name-calling, put-downs, isolation, withholding of money, physical harm, and sexual assault. Family / household members are spouses, former spouses, persons related by blood or marriage, persons who are presently residing together as is a family or who have resided together in the past as if a family, and persons who are parents of a child in common regardless of whether they have been married. With the exception of persons who have a child in common, the family or household members must be currently residing or have in the past resided together in the same single dwelling unit.

Dating Violence: Violence between an individual who is or recently has been in a continuing and significant relationship of a romantic or sexual nature with the other party. It includes hurtful, repeated and intentional behavior that one person uses to maintain power and control over another in an intimate relationship. The behavior can manifest as abuse that is verbal, emotional, psychological, physical, or sexual. Behaviors may include, but are not limited to: threats, name-calling, put-downs, isolation, withholding of money, physical harm, and sexual assault.

Stalking: Stalking involves an intentional course of conduct repeated over a period of time. Under Florida law, stalking is willfully, maliciously, and repeatedly following, harassing, or cyberstalking another person. Cyberstalking means to engage in a course of conduct to communicate, or to cause to be communicated, words, images, or language by or through the use of electronic mail or electronic communication, directed at a specific person, causing substantial emotional distress to that person and serving no legitimate purpose. Stalking can involve: following a person; appearing at the person's home, class or work; frequently calling, texting, emailing, or electronically chatting; leaving written messages or objects; vandalizing a person's property.

Sexual Harassment: Sexual harassment is a form of discrimination based on a person's gender. Sexual harassment is contrary to the New College of Florida's moral standards, which recognize the dignity and worth of each person, as well as a violation of federal and state laws and College rules and policies. Sexual

harassment cannot and will not be tolerated by New College of Florida, whether by faculty, students, or staff or by others while on property owned by or under the control of the College. The Title IX Coordinator and the Office of Human Resources are charged with receiving and investigating sexual harassment complaints as set forth in this policy and shall maintain the records pertaining thereto.

**Reporting Party:** An individual who reports to a non-confidential source that they have experienced/are experiencing sex discrimination, harassment, misconduct, or retaliation. The reporting party is the individual who files a report or on whose behalf a report is filed.

**Responding Party:** An individual who has been accused of violating the College's sex discrimination and sexual misconduct policy.





### **Rights of Victims of Campus-Related Sexual Battery**

New College of Florida understands and commits their efforts towards successfully dealing with the trauma experienced by victims of sexual battery/rape. Efforts will be directed toward assisting the victim at all stages of the investigation and judicial process that may follow. The same shall be accorded to victims in connection with disciplinary actions involving alleged employee perpetrators subject to applicable rules and collective bargaining agreements. College regulations provide:

- The reporting party and the responding party will receive written notification about options for existing counseling health, mental health, victim’s advocacy, and other services available.
- The reporting party and the responding party will receive written notification about options for changing academic, living, and on campus work situations.
- The reporting party and the responding party will have the right to request a No Contact Order, forbidding contact between the parties.
- The reporting party and the responding party will have the right to request an immediate change in the residence hall arrangements and/or transfer classes/workplaces.
- The reporting party and the responding party will have the right to be accompanied by an advisor of their choice (including legal counsel) at all meetings and proceedings.
- The reporting party will have the right to request assistance from campus authorities in filing a Title IX complaint and contacting law enforcement.
- The reporting party will have the right to have irrelevant sexual history excluded from the investigation and report of findings.
- The reporting party and the responding party will have the right to submit a list of related questions for consideration.
- The reporting party will have the right to submit a victim impact statement.
- The reporting party and the responding party will have the right to a prompt, equitable and impartial investigation into incidents of sexual assault, domestic violence, dating violence or stalking. Potential investigators include College officials who receive ongoing training on

issues related to dating violence, domestic violence, sexual assault and stalking, and on how to conduct an investigation that promotes safety and promotes accountability. Investigators gather evidence, interview the parties and witnesses, and create a report of findings based on a preponderance of the evidence standard. If, at the conclusion of the investigation, the evidence establishes that it is more likely than not that a Title IX violation occurred, a final report will be submitted and sanctions imposed.

- The reporting party and the responding party will receive simultaneous, written notification of the outcome of the investigation. The report of findings will be provided to both parties within 60 days of initiating the investigation.
- The reporting party and the responding party will have the right to an appeal of the report of findings.
- The reporting party and the responding party will have the right to know the outcome of the proceeding and any appeal in writing, as well as any change to the result of either such proceeding and when such results are final.
- The reporting party and the responding party will have the right to be free from retaliation, including intimidation, threats, coercion, or other discriminatory actions. Such retaliation is itself a Title IX violation, triggering the reporting and investigation process.

These rights are afforded to all parties of reported sexual misconduct. The College will maintain as private any reports, accommodations or protective measures, to the extent possible that maintaining such confidentiality would not impair the ability of the institution to provide accommodations or protective measures. A detailed listing of rights and responsibilities is available in New College of Florida Regulations 3-4018 Sexual Harassment/Discrimination and 3-4027 Harassment/Discrimination. The full text of the regulations is available at <https://www.ncf.edu/departments/office-of-the-general-counsel/regulations-policies-procedures/>.

## **Arrests and Referrals for Disciplinary Action**

**Liquor 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.

**Drug Abuse Violations:** The violation of laws prohibiting the production, distribution and/or use of certain controlled substances and the equipment or devices utilized in their preparedness/use. The unlawful cultivation, manufacture, distribution, sale, purchase, use, possession, transportation or importation of any controlled drug or narcotic substance.

**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,



## Crime Statistics Location Definitions

### On Campus

Any building or property owned or controlled by the College within the same reasonable contiguous geographic area and used by the College in direct support of, or in a manner related to, the College's educational purposes. College residence halls are included with this definition. This definition also includes any building or property that is within or reasonably contiguous to the areas described above that supports College purposes and that is owned by the College, but controlled by another person or entity; or is frequently used by students.

### Non-Campus Buildings or Property

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

### Public Property

All public property, including thoroughfares, streets and sidewalks that is within the campus or immediately adjacent to and accessible from the campus.

## Crime and Incident Definitions Sources

Under the Clery Act, counting and disclosing statistics for criminal offenses, hate crimes, arrests, and referrals for disciplinary action is done based on definitions provided by the Federal Bureau of Investigation's (FBI's) Uniform Crime Reporting (UCR) Program. The definitions for Murder, Rape, Robbery, Aggravated Assault, Burglary, Motor Vehicle Theft, Arson, Weapons Carrying, Possessing, Etc. Law Violations, Drug Abuse Violations, and Liquor Law Violations are from the FBI's UCR Program. The definitions of Fondling, Incest and Statutory Rape are from the FBI's National Incident Based Reporting System (NIBRS) Data Collection Guidelines edition of the UCR. Hate Crimes are classified according to the FBI's Uniform Crime Reporting Hate Crime Data Collection Guidelines and Training Manual. Note that, although the law states that institutions must use the UCR Program definitions, Clery Act crime reporting does not have to meet all of the other UCR Program standards.

For the categories of Domestic Violence, Dating Violence and Stalking, the Clery Act specifies that our institution must use the definitions provided by the Violence Against Women Act of 1994 and repeated in the Department's Clery Act regulations [34 CFR 668.46(c)(6)(A)(i)] for statistical report.

For more information regarding how Clery crimes and incidents are classified and reported, consult The Handbook for Campus Safety and Security Reporting, 2016 Edition, available online on the Department of Education website: [www2.ed.gov/admins/lead/safety/handbook.pdf](http://www2.ed.gov/admins/lead/safety/handbook.pdf). Questions regarding specific statistics presented in this report should be directed to your institution's Clery coordinator.

\*If a reported Clery crime is investigated by law enforcement authorities and found to be false or baseless, the crime is "unfounded" and is not included in our institution's above crime statistics. Only sworn or

commissioned law enforcement personnel may “unfound” a crime pursuant to the U.S. Department of Education, Office of Postsecondary Education, The Handbook for Campus Safety and Security Reporting, 2016 Edition, Washington, D.C., 2016, pgs. 3-51.



**New College of Florida – 2023**

**Crimes**

Types of Crimes	On Campus	On Campus Residential Facility	Non-Campus	Public Property
Murder/Non-negligent Manslaughter	0	0	0	0
Manslaughter by Negligence	0	0	0	0
Sexual Assault	1	1	0	0
Fondling	0	0	0	0
Incest	0	0	0	0
Statutory Rape	0	0	0	0
Robbery	0	0	0	0
Aggravated Assault	0	0	0	0
Burglary	2	1	0	0
Motor Vehicle Theft	0	0	0	0
Arson	0	0	0	0

*Statistics under “On Campus Residential Facilities” are also counted in the On-Campus Crime Category. The law requires institutions to break out the number of On Campus crimes that occur in residential facilities.*

**Violence Against Women Act (VAWA) Offenses**

Types of Violence	On Campus	On Campus Residential Facility	Non-Campus	Public Property
Domestic Violence	0	0	0	0
Dating Violence	0	0	0	0
Stalking	0	0	0	0

**Arrests**

Types of Arrests	On Campus	On Campus Residential Facility	Non-Campus	Public Property
Illegal Weapons Arrest	0	0	0	0
Drug Law Arrest	0	0	1	1
Liquor Law Arrest	0	0	0	0

**UNFOUNDED CRIME:** In 2023, there were no unfounded crimes.

**HATE CRIMES:** In 2023, there were no hate crimes.

**New College of Florida – 2022**

**Crimes**

<b>Types of Crimes</b>	<b>On Campus</b>	<b>On Campus Residential Facility</b>	<b>Non-Campus</b>	<b>Public Property</b>
Murder/Non-negligent Manslaughter	0	0	0	0
Manslaughter by Negligence	0	0	0	0
Sexual Assault	3	3	0	1
Fondling	0	0	0	0
Incest	0	0	0	0
Statutory Rape	0	0	0	0
Robbery	0	0	0	0
Aggravated Assault	0	0	0	0
Burglary	1	1	0	0
Motor Vehicle Theft	1	0	0	1
Arson	0	0	0	0

*Statistics under “On Campus Residential Facilities” are also counted in the On-Campus Crime Category. The law requires institutions to break out the number of On Campus crimes that occur in residential facilities.*

**Violence Against Women Act (VAWA) Offenses**

<b>Types of Violence</b>	<b>On Campus</b>	<b>On Campus Residential Facility</b>	<b>Non-Campus</b>	<b>Public Property</b>
Domestic Violence	0	1	0	0
Dating Violence	0	0	0	0
Stalking	0	0	0	0

**Arrests**

<b>Types of Arrests</b>	<b>On Campus</b>	<b>On Campus Residential Facility</b>	<b>Non-Campus</b>	<b>Public Property</b>
Illegal Weapons Arrest	0	0	0	0
Drug Law Arrest	0	1	0	0
Liquor Law Arrest	0	0	0	0

**UNFOUNDED CRIME:** In 2022, there were no unfounded crimes.

**HATE CRIMES:** In 2022, there were no hate crimes.

**New College of Florida – 2021**

**Crimes**

<b>Types of Crimes</b>	<b>On Campus</b>	<b>On Campus Residential Facility</b>	<b>Non-Campus</b>	<b>Public Property</b>
Murder/Non-negligent Manslaughter	0	0	0	0
Manslaughter by Negligence	0	0	0	0
Sexual Assault	2	2	0	0
Fondling	0	0	0	0
Incest	0	0	0	0
Statutory Rape	0	0	0	0
Robbery	0	0	0	0
Aggravated Assault	0	0	0	0
Burglary	1	1	0	0
Motor Vehicle Theft	0	0	0	0
Arson	0	0	0	0

*Statistics under “On Campus Residential Facilities” are also counted in the On-Campus Crime Category. The law requires institutions to break out the number of On Campus crimes that occur in residential facilities.*

**Violence Against Women Act (VAWA) Offenses**

<b>Types of Violence</b>	<b>On Campus</b>	<b>On Campus Residential Facility</b>	<b>Non-Campus</b>	<b>Public Property</b>
Domestic Violence	0	0	0	0
Dating Violence	0	0	0	0
Stalking	0	0	0	0

**Arrests**

<b>Types of Arrests</b>	<b>On Campus</b>	<b>On Campus Residential Facility</b>	<b>Non-Campus</b>	<b>Public Property</b>
Illegal Weapons Arrest	0	0	0	0
Drug Law Arrest	1	0	0	1
Liquor Law Arrest	0	0	0	0

**UNFOUNDED CRIME:** In 2021, there were no unfounded crimes.

**HATE CRIMES:** In 2021, there were no hate crimes.

## Daily Crime & Fire Log

The New College of Florida Police Department maintains a combined Daily Crime and Fire Log of all incidents reported to them. The New College of Florida Police Department publishes an activity log every day, which is available to members of the press and public. This log identifies the type, locations, and time of each criminal incident report. Upon request and within a reasonable time, a copy of any maintained Daily Crime Log will be made available for viewing.

## Weapons on Campus

Pursuant to Chapters 790.115 and 790.251, Florida Statutes, the possession of firearms is prohibited on New College of Florida property or property under the control of New College of Florida, except provided by Florida law, including Chapter 790.115(2). Additionally, fireworks of any description, explosives, chemical weapons, or any lethal weapon, as defined by Chapter 790.001, Florida Statutes, other than a common pocket knife is prohibited on New College of Florida property or property under the control of New College of Florida. Personal chemical protection devices with 10% or less active ingredients are exempt from this rule.

Sworn peace officers who are required by their employment to be armed, and are in uniform, are exempt from this regulation.

Pursuant to Chapter 790.06(12), Florida Statutes, persons possessing concealed weapon permits are not exempt from this regulation and may not possess a firearm or other weapon on New College of Florida property, except as permitted by Florida law, including Chapter 790.115(2) Florida Statutes.

Any student or employee found to be in violation of this regulation shall be subject to discipline under New College of Florida policies and/or prosecution under Chapter 790.06(12), Florida Statutes. Any other person found to be in violation of this policy shall be subject to arrest and prosecution under Chapter 790.06(12), Florida Statutes.



## Investigations

The New College of Florida Police Department is responsible for the criminal investigation of campus sexual offenses. Complaints of sexual battery/rape are serious criminal offenses that may be processed within the criminal justice system.

The department provides immediate assistance to the reporting party and initiates investigative processes and apprehension of the perpetrator of the crime. It is very important that any evidence that would aid in the apprehension and conviction of the assailant be preserved. The department works closely with the State Attorney's Office in investigations of sexual battery/rape. Students may be assisted by campus authorities in notifying law enforcement if the reporting party chooses.

Sexual battery/rape, domestic violence, dating violence, sexual assault, and stalking committed by a New College of Florida student are also violations of the New College of Florida student code of conduct. Student perpetrators are subject to institutional disciplinary sanctions including expulsion as provided by the College rules and regulations, in addition to those stated in accordance with state law.

Campus related sexual offenses committed by employees are also considered misconduct as provided by applicable institution rules and collective bargaining agreements. Employee perpetrators are subject to institutional disciplinary action, including termination, as provided by such rules/agreements, in addition to those stated above in accordance with state law. The Title IX Coordinator is responsible for the Title IX investigation of campus sexual offenses. Students may engage either the Title IX system, the criminal justice system, both, or neither.

All incidents of non-consensual sexual activity will be dealt with promptly and effectively by the institution. According to Chapter 794.011, Florida Statutes, "Consent" means clear, intelligent, knowing, and voluntary consent and does not include coerced submission. "Consent" shall not be deemed or construed to mean the failure by the alleged victim to offer physical resistance to the offender.

The New College of Florida continues to provide institution wide programs and services to educate our students and campus community on responsible conduct, the meaning of consent, how to properly report cases of sexual misconduct, and how to hold individuals accountable for their behavior.

If you experience sexual misconduct, the New College of Florida wants to assist you. New College of Florida policies prohibit retaliation for making complaints of sexual misconduct. You have rights and options. For more information, visit <https://www.ncf.edu/departments/the-department-of-title-ix-and-civil-rights-compliance/>.

## Support Services for Sexual Discrimination, Harassment, and Battery

Title IX of the Education Amendments of 1972 prohibits sex discrimination in education. In particular: "No person in the United States shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving federal financial assistance." (Title IX of the Education Amendment of 1972, and its implementing regulation at 34 C.F.R. Part 106) sexual discrimination includes sexual harassment and sexual misconduct.

While compliance with the law is everyone’s responsibility at New College of Florida, listed below are the staff members who have primary responsibility for Title IX compliance. If an incident of dating violence, domestic violence, sexual assault, or stalking has occurred, please contact any of the following individuals by visiting their offices in person, emailing, or calling.

Alisha Carter Harris, Interim Deputy Title IX Coordinator

[titleIX@ncf.edu](mailto:titleIX@ncf.edu)

Erika Worthy, Chief Human Resources Officer

[eworthy@ncf.edu](mailto:eworthy@ncf.edu)

(941) 487-4417

David Brickhouse, Vice President for Legal Affairs & Human Resources/Interim Title IX Coordinator

[dbrickhouse@ncf.edu](mailto:dbrickhouse@ncf.edu)

(941) 487-4106

New College of Florida Police Department

[police@ncf.edu](mailto:police@ncf.edu)

(941)487-4210

501 College Drive

Sarasota, FL 34243

### **Reporting Sexual Misconduct**

Under the New College of Florida’s Title IX policy, all employees of the College are “responsible employees”. With limited exceptions for confidential resources, all New College of Florida employees must report instances of sexual misconduct and sexual violence to the Title IX Coordinator. Failure to report can lead to disciplinary action. When in doubt, employees should err on the side of caution and contact the Title IX Coordinator with questions or concerns.



## Reporting Options

You have the right to file a report with police and other New College of Florida officials. Reports made to the police and reports made to other officials are separate processes, but you can pursue both paths simultaneously.

Victim advocates are available to help you consider reporting options in a confidential setting. As a survivor, you have the right to:

- Report the crime to police.
- Receive assistance from a victim advocate to report the crime to the police.
- Decline to notify the police.
- Report the crime to New College of Florida officials, whether or not you choose to notify the police.

You may pursue both a criminal investigation with the police and a New College of Florida sexual misconduct complaint investigation, as different options are available through each process.

## Reporting to Police

If you wish to pursue criminal action, you should contact the police as soon as possible and preserve any physical evidence. In addition, you should:

- Try to remain calm and alert.
- Stay on the phone with the dispatcher as long as you are needed.
- Do not change your clothing.
- Do not clean your body or your clothes.
- Do not disturb or alter the crime scene.

The preservation of physical evidence may be critical for successful prosecution of the offender.

## New College of Florida Reporting

There are many ways you make a New College of Florida report. All full-time New College of Florida employees and resident advisors are “responsible employees” and are required to submit all allegations of Title IX violations to the Title IX Coordinator. Even if the sexual violence occurred off campus, the New College of Florida can provide support, services, and resources. If the person that harmed you



off campus was a member of the New College of Florida community, you can still make a complaint against the individual.

## **Sanctions**

When an investigation establishes that sexual misconduct or gender-based violence has occurred, the New College of Florida will take prompt steps to end the misconduct, prevent its recurrence, and correct the effects on the survivors. Disciplinary action will vary based on the severity of the misconduct, but it can include separation from New College of Florida programs, termination from New College of Florida employment, or exclusion from campus. Responding parties who are New College of Florida students are subject to New College of Florida judicial proceedings that may result in permanent expulsion from the New College of Florida. In addition, for incidents involving a criminal act, responding parties may be subject to arrest, incarceration, and prosecution through the state courts.

## **Interim Assistance and Protection Orders**

When the survivor requests assistance, the New College of Florida will provide reasonably available interim measures after sexual misconduct and/or while a complaint is being reviewed and investigated to protect the safety of the reporting individuals and the campus community, and to prevent retaliation. Examples of interim measures include, but are not limited to, issuing a New College of Florida no contact order between the individuals involved; making temporary accommodations regarding work locations, residence hall assignments, class or work schedules, or transportation; and providing counseling.

You do not have to make a police report or a formal New College of Florida complaint to get reasonably available interim measures, but you do need to let the New College of Florida personnel know what you need. The Victim Advocate Program can help you request interim safety measures and protection orders.

## **Tips to Prevent Sexual Violence**

Eliminating sexual violence relies on a clear understanding that everyone in the community shares some responsibility. The following information applies to the College community as a whole:

- Do not blame survivors of sexual assault; it is not their fault that another person decided to commit a crime.
- Pay attention to your partner. If their judgement is impaired due to drug or alcohol use, they likely cannot consent to sex, no matter what they say.
- Do not make assumptions about sex or your partner's willingness to engage. Speak openly about your limits and make them known to your partner.
- Sexual activity is not a right; if you are interested in sexual activity with your partner, do not proceed without explicit consent.
- Respect your partner's boundaries. Consent to one sexual act does not imply consent to any other type of sexual activity.
- Consent to sexual activity may be withdrawn at any time; speak up and listen to your partner.

- Consent must be conscious, willing, and voluntary. If your partner becomes unresponsive, passes out, or falls asleep, stop sexual activity immediately.
- Be aware of your surroundings and trust your instincts about dangerous situations and coercive activities.

## **Sexual Predator/Offenders**

The federal Campus Sex Crimes Prevention Act of 2000 requires institutions of higher education to issue a statement advising the campus community where they may obtain information provided by the state concerning sexual predators and offenders. It also requires sexual predators and offenders to provide notice, as required under state law of each institution of higher education in that state where the person is employed, carries on a vocation, or is a student at that institution. The New College of Florida Police Department maintains a list of sexual of sexual offenders on this campus at the Police Department located at 501 College Drive. That information is available at any time, and can also be secured via phone by calling the New College of Florida Police Communications Division at (941) 487-4210 or the Florida Department of Law Enforcement at (888) 357-7332. Additional information can be obtained by visiting the Florida Department of Law Enforcement website at [offender.fdle.state.fl.us/offender/sops/home.jsf](https://offender.fdle.state.fl.us/offender/sops/home.jsf).

# **Title IX Compliance**

## **SEX AND GENDER-BASED DISCRIMINATION, HARASSMENT, AND VIOLENCE**

[https://www.ncf.edu/wp-content/uploads/2020/09/TitleIX\\_NCF\\_Policy.pdf](https://www.ncf.edu/wp-content/uploads/2020/09/TitleIX_NCF_Policy.pdf)

New College of Florida’s 3-4018 Sexual Discrimination/Harassment Regulation prohibits sex and gender-based discrimination, harassment, and violence, including acts of sexual assault, dating and domestic violence, and stalking, which may also constitute crimes. While New College of Florida policy uses different standards and definitions than Florida law, sex and gender-based incidents often overlap with the crimes of rape, sexual assault, stalking, dating violence, and domestic violence.

Acts of violence and harassment based on sex or gender, including sexual orientation, gender identity, and gender expression, may also constitute crimes. Individuals who have experienced incidents involving one or more of these behaviors are protected by federal laws, specifically Title IX

<https://www.ncf.edu/departments/the-department-of-title-ix-and-civil-rights-compliance/>, and the Clery Act, which mandates the contents of this report.

## **Immediate Care and Preservation of Evidence**

If you experience sex- or gender-based discrimination, harassment, or violence; or incidents of rape, acquaintance rape, sexual assault, sexual harassment, stalking, dating violence, or domestic violence, some or all of these safety suggestions may guide you after an incident has occurred:

1. Go to a safe place and speak with someone you trust. Tell this person what happened. If there is any immediate danger, contact 941-487-4210 if you are on campus or call 911 if you are off campus.
2. Consider securing immediate professional support (e.g., counseling, victim advocacy, medical services, etc.) to assist you in the crisis.
3. If you are on campus during regular business hours, you may go to the Counseling and Wellness Center, which houses a victim advocate, for support and guidance. These are both confidential resources. After regular business hours, or in any situation where an individual wishes, local resources are also available and may be able to provide confidential assistance:
  - Safe Place and Rape Crisis Center (SPARCC) offers confidential programs and services free of charge. If you want to contact them to learn more about the services they offer their number is 941-365-1976.
  - HOPE Family Services Similar is a not-for-profit organization based in Bradenton Florida that provides services to survivors of domestic violence. HOPE Family Services can be reached at 941-755-6805.
4. For your safety and well-being, immediate medical attention is encouraged. Further,

being examined as soon as possible, ideally within 120 hours, is important in the case of rape or sexual assault. Sexual Assault Nurse Examiners are available at Sarasota Memorial Health Care System, and they will ensure you receive proper care. The hospital will arrange for a specific medical examination at no charge or can work with you to arrange state reimbursement.

- To preserve evidence, it is recommended that you do not bathe, shower, douche, eat, drink, smoke, brush your teeth, urinate, defecate, or change clothes before receiving medical attention. Even if you have already taken any of these actions, you are still encouraged to have prompt medical care, and evidence may still be recoverable.
  - Typically, if police are involved or will be involved, they will obtain evidence from the scene, and it is best to leave things undisturbed until their arrival. They will gather bedding, linens or unlaundered clothing, and any other pertinent items that may be used for evidence. It is best to allow police to secure items in evidence containers, but if you are involved in transmission of items of evidence, such as to the hospital, secure them in a clean paper bag or clean bedsheet to avoid contamination.
  - If you have physical injuries, photograph or have them photographed, with a date stamp on the photo.
  - Record the names of any witnesses and their contact information. This information may be helpful as proof of a crime, to obtain an order of protection, or to offer proof of a campus policy violation.
  - Try to memorize details (e.g., physical description, names, license plate number, car description, etc.), or even better, write notes to remind you of details, if you have time and the ability to do so.
  - If you obtain external orders of protection (e.g., restraining orders, injunctions, protection from abuse), please notify Campus Police or the campus Title IX Coordinator so that those orders can be observed on campus.
5. Even after the immediate crisis has passed, consider seeking support from the Counseling and Wellness Center, the victim's advocate, and/or the local rape crisis center.
  6. Contact the Title IX and Civil Rights Compliance Office if you need assistance with College-related concerns, such as no-contact orders or other supportive measures. The victim's advocate will also

assist in any needed advocacy for students who wish to obtain protective or restraining orders from local authorities. The College is able to offer reasonable academic supports, changes to living arrangements, transportation resources or modifications, safety escorts, no contact orders, counseling services access, and other supports and resources as needed by a victim. The College is able to offer information about legal assistance, visa/immigration assistance, and student financial aid considerations for victims.

### **Reporting to Law Enforcement**

It is the policy of New College of Florida to notify campus law enforcement when sex or gender- based discrimination, harassment, or violence occurs, typically without providing identifying information about the incident, unless a complainant wishes that information to be shared, or an emergency requires disclosure. complainants have the option to notify law enforcement directly, or to be assisted in doing so by New College of Florida authorities. If requested, New College of Florida officials can facilitate reporting to campus or local law enforcement but may also respect a complainant's request not to do so.

### **College Reporting**

In the event that sex or gender-based discrimination, harassment, or violence or the crimes of sexual assault, stalking, dating violence, or domestic violence do occur, New College of Florida takes the matter very seriously.

The New College of Florida employs supportive and protective measures such as no contact orders or emergency removal in cases in which a violence risk assessment indicates such action is warranted.

If a student is accused of sex or gender-based discrimination, harassment, or violence, they are subject to action in accordance with the New College of Florida's 3-4018 Sexual Discrimination/Harassment Regulation. A student wishing to officially report such an incident may do so by contacting the Title IX and Civil Rights Compliance Office.

Anyone with knowledge about sex- or gender-based discrimination, harassment, or violence, or the crimes of rape, sexual assault, sexual harassment, stalking, dating violence, or domestic violence is encouraged to report it immediately at [https://cm.maxient.com/reportingform.php?NewCollegeofFlorida&layout\\_id=2](https://cm.maxient.com/reportingform.php?NewCollegeofFlorida&layout_id=2).

Supportive and protective measures for individuals who have experienced these incidents are available from the campus whether the individual chooses to report to local and/or campus law enforcement, and irrespective of whether the individual pursues a formal complaint through the College resolution process.

### **Confidential Resources**

An individual who seeks completely confidential assistance may do so by speaking with professionals who have legally protected confidentiality. On campus, confidential reports may be made to the Counseling and Wellness Center. Information shared with this resource will remain confidential and will not be shared with

the College or anyone else without express, written permission of the individual seeking services unless required by law or court order.

### **Prevention and Education**

New College of Florida offers a range of campaigns, strategies, and initiatives to promote awareness, education, risk reduction, and prevention in an effort to reduce the frequency of sex or gender-based discrimination, harassment, and violence amongst members of the campus community.

It is the policy of the College to offer programming to identify and prevent domestic violence, dating violence, sexual assault (including stranger and known offender assaults), and stalking each year.

Educational programs are offered to raise awareness for all incoming students and employees and are often conducted during new student and new employee orientation and throughout an incoming student's first semester.

Programs and other campaigns offered throughout the year to all students and employees include strong messages regarding not just awareness, but also primary prevention (including normative messaging, environmental management, and bystander intervention), and discuss institutional policies on sex or gender-based discrimination, harassment, and violence as well as the Florida State definitions of domestic violence, dating violence, sexual assault, stalking, and consent in reference to sexual activity.

Programs also offer information on risk reduction that strives to empower individuals who experience these incidents, how to recognize warning signs, and how to avoid potential attacks, and do so without biased approaches. Programs are informed by evidence-based research and/or are assessed for their effectiveness.

Bystander engagement is encouraged through safe and positive intervention techniques and by empowering third-party intervention and prevention such as calling for help, using intervention-based apps, identifying allies, and/or creating distractions.

Bystander empowerment training highlights the need for those who intervene to ensure their own safety in the intervention techniques they choose and motivates them to intervene as stakeholders in the safety of the community when others might choose to be bystanders.

### **Campus and Community Resources**

The New College of Florida shall provide written notification to students and employees about existing counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid, and other services available for complainants, both within campus community and outside the community.

### **OTHER SEXUAL OFFENSES**

Other sexual offenses include the following: sodomy (forced anal intercourse); oral copulation (forced oral-genital contact); rape by a foreign object (forced penetration by a foreign object, including a finger); and

sexual battery (the unwanted touching of an intimate part of another person for the purpose of sexual arousal).

In Florida, sexual consent means intelligent, knowing, and voluntary consent and does not include coerced submission. Consent shall not be deemed or construed to mean the failure by the alleged victim to offer physical resistance to the offender.

College policy provides the following definitions:

1. Sexual assault: An offense that meets the definition of rape, fondling, incest, or statutory rape as used in the FBI's Uniform Crime Reporting (UCR) program. A sex offense is any sexual act directed against another person, without the consent of the victim, including instances where the victim is incapable of giving consent. Further definitions under this paragraph include the following:
  - a. Rape is defined as the penetration, no matter how slight, of 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.
  - b. Fondling is defined as the touching of the private parts of another person for the purposes 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.
  - c. Incest is defined as sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
  - d. Statutory Rape is defined as sexual intercourse with a person who is under the statutory age of consent.

## **Sexual Harassment**

Sexual harassment is a form of misconduct that undermines the integrity of the academic environment. It is the policy of New College of Florida that sexual harassment is prohibited. All members of the campus community, especially administrators, faculty, and other individuals who exercise supervisory authority, have an obligation to promote an environment that is free of sexual harassment. Sexual harassment is defined as:

1. Sexual Harassment: Unwelcome sexual advances, requests for sexual favors and other verbal or physical conduct of a sexual nature when:
  - a. Submission to such conduct is made, either explicitly or implicitly, a term or condition of an individual's employment or educational experience;
  - b. Submission to or rejection of such conduct by an individual is used as the basis for employment or educational decisions affecting that individual; or
  - c. Unwelcome conduct determined by a reasonable person to be so pervasive, severe, and objectively offensive that it has the purpose or effect of unreasonably interfering with an individual's work or academic performance or limiting participation in New College of Florida programs by creating an intimidating, hostile, or offensive working or educational environment.
  - d. Sexual harassment does not include verbal expression or written material that is relevant and appropriately related to the subject matter of a course/curriculum or to an employee's duties. This policy is not intended to abridge academic freedom or the New College of Florida's

educational mission, nor the first amendment rights to freedom of expression of any student or employee.

Any complaints or inquiries regarding sexual harassment of a student by an administrator, faculty member, or staff member should be brought to the immediate attention of the Title IX and Civil Rights Compliance Office. Any complaints or inquiries regarding sexual harassment of a student by another student should be brought to the immediate attention of the Title IX and Civil Rights Compliance Office.

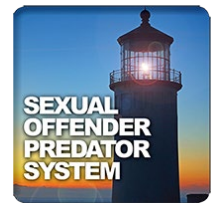
New College of Florida will promptly respond to such information to determine appropriate steps for resolving the issue. If, for any reason, a student wishes to report or inquire regarding sexual harassment but feels it would not be appropriate to raise such issues with the Title IX and Civil Rights Compliance Office, the student may inquire or complain to any senior administrator on campus.

If harassment is established, the New College of Florida will discipline the offender. Disciplinary action for violations of this policy can range from verbal or written warnings, up to and including immediate termination from employment or expulsion from New College of Florida for serious or repeated violations.

### **Sex Offenders**

In accordance to the Campus Sex Crimes Prevention Act of 2000, which amends the Jacob Wetterling Crimes Against Children and Sexually Violent Offender Registration Act, the Jeanne Clery Act, and the Family Educational Rights and Privacy Act of 1974, the New College of Florida is providing a link to the Florida State Sexual Offenders and Predators Registry.

All sex offenders are required to register in the state of Florida and to provide notice of each institution of higher education in Florida at which the person is employed, carries out a vocation, or is a student. <https://offender.fdle.state.fl.us/offender/sops/registries.jsf>.



In addition to the above notice to the State of Florida, all sex offenders are required to deliver written notice of their status as a sex offender to the college's campus police no later than three (3) business days prior to their enrollment in, employment with, volunteering at, or residence in the college.

Such notification may be disseminated by the college to, and for the safety and well-being of, the college community, and may be considered by the college for enrollment and discipline purposes.

## **CAMPUS PROCEDURES FOR ADDRESSING SEX OR GENDER-BASED DISCRIMINATION, HARASSMENT, AND VIOLENCE**

### **Supportive Measures**

Procedurally, when the New College of Florida receives a report of sex or gender-based discrimination, harassment, or violence, the campus Title IX Coordinator is notified. If the complainant wishes to access local community agencies and/or law enforcement for support, the New College of Florida can assist the complainant in making these contacts.



The Title IX Coordinator will offer assistance to complainants in the form of supportive measures such as opportunities for academic adjustments; changes in on-campus housing assignment; visa and immigration assistance; changes in working situations; and other assistance as may be appropriate and available on campus or in the community (such as no contact orders, campus safety escorts, transportation assistance, targeted interventions, etc.).

The Title IX Coordinator can connect the complainant with a counselor on- or off-campus as well as an on-or off-campus victim advocate. No complainant is required to take advantage of these services and resources, but the New College of Florida provides them in the hopes of offering help and support. Similar supports can be made available to respondents, upon request.

## **Protection Orders**

New College of Florida does not issue orders of protection. Orders of protection, restraining orders, injunctions, or similar lawful orders may be obtained through the court system and can be enforced by the New College of Florida Police Department. Individuals who have obtained a protection order are encouraged to provide a copy to Campus Police as soon as possible following the issuance to ensure full enforcement.

Although the New College of Florida does not issue orders of protection, individuals may request that the college issue an administrative directive for no contact and/or a no trespass notice/persona non grata notice. Upon request, a determination will be made by the New College of Florida officials whether to issue an administrative directive for no contact and/or a no trespass notice/persona non grata notice.

For information regarding how to obtain a protection order, contact Campus Police at <https://www.ncf.edu/departments/campus-police/>.

## **Process Rights**

A summary of rights, options, supports, and procedures, in the form of this document, is provided to all complainants, whether they are students, employees, guests, or visitors.

When appropriate upon receipt of notice and/or a formal complaint, the Title IX Coordinator will initiate a prompt, fair, and impartial process, commencing with an investigation, which may lead to the imposition of sanctions for a respondent based upon a preponderance of evidence standard of proof (i.e., what is more likely than not).

Procedures detailing the investigation and resolution processes of the New College of Florida can be found online here: [https://www.ncf.edu/wp-content/uploads/2020/09/TitleIX\\_NCF\\_Policy.pdf](https://www.ncf.edu/wp-content/uploads/2020/09/TitleIX_NCF_Policy.pdf). The Title IX Coordinator is ultimately responsible for assuring in all cases that the behavior is brought to an end, the college acts to reasonably prevent its recurrence, and the effects on the complainant and the community are remedied.

All parties are entitled to a process which:

- Is prompt, fair, and impartial from initial investigation to final result, including being:

- Completed within reasonably prompt timeframes, including allowing for the extension of timeframes for good cause with written notice to the parties of the delay and the reason for the delay;
- Conducted in a manner that is consistent with the institution's policies and transparent to the parties;
- Given timely notice of meetings at which the parties (one or all) may be present;
- Given timely provision to the parties and any appropriate officials of equal access to any information that will be used during informal and formal disciplinary meetings and hearings; and is
- Conducted by officials who do not have a conflict of interest or bias for or against the any of the parties
- Is conducted by administrators who, at minimum, receive annual training on:
  - Issues related to dating violence, domestic violence, sexual assault, and stalking, and
  - How to conduct an investigation and hearing process the protects the safety of the parties and promotes accountability

Allows all parties the same opportunities to have others present during any institutional disciplinary proceeding, including the opportunity to be accompanied to any related meeting or proceeding by the advisor of their choice

- Does not limit the choice of advisor or presence for any party in any meeting or institutional disciplinary proceeding; however, the institution may establish regarding the extent to which the advisor may participate in the proceedings, as long as the restrictions apply equally to all parties
- Provides for simultaneous written notification to all parties of:
  - The result of any institutional disciplinary proceeding that arises from an allegation of dating violence, domestic violence, sexual assault, or stalking;
  - The institution's procedures for the parties to appeal the result of the institutional disciplinary proceeding, if such procedures are available;
  - Any change to the result; and
  - When such results become final

Prohibits retaliation

## Process Outcomes

For offenses including sex or gender-based discrimination, harassment, and violence, which typically include the crimes of domestic violence, dating violence, sexual assault, and stalking, sanctions range from warning to expulsion/termination.

Serious and violent incidents and acts of sexual assault usually result in suspension, expulsion, or termination of employment.

Knowingly providing false or misleading information to investigators can result in additional consequences under the Student Code of Conduct, available at: <https://www.ncf.edu/life-at-new/safety-conduct/conduct-services/student-code-of-conduct/>.

## **Training**

The coordinator is also responsible for assuring that training is conducted annually for all institution-provided advisors, investigators, decision-makers, and appeal decision-makers involved in the resolution of formal complaints through a process which ensures the safety of all parties and promotes accountability.

Training will focus on sexual assault, domestic violence, dating violence, stalking, sexual harassment, retaliation, and other behaviors that can be forms of sex or gender-based discrimination, harassment, or violence covered by Title IX and Clery Act.

## **Recordkeeping and Privacy**

New College of Florida records of investigations and resolutions are maintained in privacy in accordance with the institution's record retention policy for a minimum of seven years. Information is shared internally between administrators who need to know in order to complete their job duties.

When information must be shared to permit the investigation to move forward, the parties will be informed. Privacy of the records specific to the investigation is maintained in accordance with Florida law and the federal FERPA statute. Any public release of information needed to comply with the open crime logs or timely warning provisions of the Clery Act will not include the names of complainant or information that could easily lead to a complainant's identification.

Additionally, the New College of Florida maintains privacy in relation to any supportive measures afforded to a complainant, except to the extent necessary to provide the supportive measures. Typically, if faculty members or administrators are asked to provide supportive measures for a specific student, they are told that such measures are necessary under Title IX or the Clery Act, but they are not given any details of the incident, or what kind of incident it is.

Irrespective of state law or public records access provisions, information about Complainants is maintained privately in accordance with Title IX and FERPA.

In any complaint of sex or gender-based discrimination, harassment, or violence covered under Title IX and/or the Clery Act, the complainant and respondent are entitled to the same opportunities for an advisor of their choice throughout and to fully participate in the process, including any meeting, conference, hearing, appeal, or other procedural action. The parties will receive written notification of the allegations as well as any hearing outcome; they will also be afforded opportunities to review and respond to the investigation report before it is finalized and again before a hearing.

Delivery of written notifications to the parties will occur simultaneously (without undue delay between notifications). All parties will be informed of the New College of Florida's appeal processes, and their rights to exercise a request for appeal. Should any change in outcome occur prior to finalization, all parties will be timely informed in writing, and will be notified when the results of the resolution process become final.

## Retaliation

Both Title IX and the Clery Act provide protections for whistleblowers who bring allegations of non-compliance with the Clery Act and/or Title IX to the attention of appropriate campus administrators.

The New College of Florida does not retaliate against those who raise concerns of non-compliance. Any concerns should be brought to the immediate attention of the campus Title IX Coordinator and/or to officials of the U.S. Department of Education.



# Residential Fire Safety & Annual Fire Safety Report

## Reporting and Fire Statistics

All fires should be immediately reported by dialing 911. The New College of Florida Police Department should also be notified as soon as possible at (941) 487-4210. All fires on campus will be investigated by the Campus Police Department, with the assistance of the State Fire Marshal's Office, and the Sarasota County Fire Department. The New College of Florida's Department of Environmental Health & Safety will also investigate all fires that occur on campus.

## Fire Log

The New College of Florida Police Department maintains a written fire log that records any fire that was reported on campus for the last three calendar years. The log contains date, time, location, nature, cause, and damage or fatality information. The Fire Log is available for public inspection 24 hours a day at the Campus Police Department, located at 501 College Drive, Sarasota, FL 34243.

## Annual Fire Statistics 2023

Dort Residence Hall	5660 General Twining Blvd	0 fires in 2023
Goldstein Residence Hall	5680 General Twining Blvd	0 fires in 2023
Knight Residence	5801 Bay Shore Road	0 fires in 2023
Palmer B Residence Hall	557 58th Street	0 fires in 2023
Pei Residence Hall East	5790 General Dougher Place	0 fires in 2023
Pei Residence Hall South	5641 General Dougher Place	0 fires in 2023
Pei Residence Hall West	5890 General Dougher Place	0 fires in 2023
V Residence Hall	5659 General Twining Blvd	0 fires in 2023
W Residence Hall	5661 General Twining Blvd	0 fires in 2023
X Residence Hall	5679 General Twining Blvd	0 fires in 2023
Y Residence Hall	5677 General Twining Blvd	0 fires in 2023
Z Residence Hall	5835 General Twining Blvd	0 fires in 2023

## Annual Fire Statistics 2022

Dort Residence Hall	5660 General Twining Blvd	0 fires in 2022
Goldstein Residence Hall	5680 General Twining Blvd	0 fires in 2022
Palmer B Residence Hall	557 58 <sup>th</sup> Street	0 fires in 2022
Pei Residence Hall East	5790 General Dougher Place	0 fires in 2022
Pei Residence Hall South	5641 General Dougher Place	0 fires in 2022
Pei Residence Hall West	5890 General Dougher Place	0 fires in 2022
V Residence Hall	5659 General Twining Blvd	0 fires in 2022
W Residence Hall	5661 General Twining Blvd	0 fires in 2022
X Residence Hall	5679 General Twining Blvd	0 fires in 2022
Y Residence Hall	5677 General Twining Blvd	0 fires in 2022
Z Residence Hall	5835 General Twining Blvd	0 fires in 2022

## Annual Fire Statistics 2021

Dort Residence Hall	5660 General Twining Blvd	0 fires in 2022
Goldstein Residence Hall	5680 General Twining Blvd	0 fires in 2022
Knight Residence	5801 Bay Shore Road	0 fires in 2022
Palmer B Residence Hall	557 58 <sup>th</sup> Street	0 fires in 2022
Pei Residence Hall East	5790 General Dougher Place	0 fires in 2022
Pei Residence Hall South	5641 General Dougher Place	0 fires in 2022
Pei Residence Hall West	5890 General Dougher Place	0 fires in 2022
V Residence Hall	5659 General Twining Blvd	0 fires in 2022
W Residence Hall	5661 General Twining Blvd	0 fires in 2022
X Residence Hall	5679 General Twining Blvd	0 fires in 2022
Y Residence Hall	5677 General Twining Blvd	0 fires in 2022
Z Residence Hall	5835 General Twining Blvd	0 fires in 2022



## **Residence Hall Fire Safety Equipment and Evacuation Procedures**

Fire extinguishers are located in strategic locations throughout each residential facility. Resident Hall Directors, Residential Advisors, and residents are provided training each semester in fire prevention and specific residential fire procedures, to include evacuation procedures for each residence hall. Fire safety procedures and evacuation routes are posted in each residence room. Fire safety system and evacuation assembly area for each residential facility:

### **2023:**

Y Residence Hall: Centrally monitored fire alarm system. Smoke detectors in individual rooms. Pull stations. Automatic sprinkler system. Occupants evacuate to the front of Hamilton Center. A fire drill was conducted on 09/26/2023.

X Residence Hall: Centrally monitored fire alarm system. Smoke detectors in individual rooms. Pull stations. Automatic sprinkler system. Occupants evacuate to the front of Hamilton Center. A fire drill was conducted on 90/26/2023.

W Residence Hall: Centrally monitored fire alarm system. Smoke detectors in individual rooms. Pull stations. Automatic sprinkler system. Occupants evacuate to the front of Hamilton Center. A fire drill was conducted on 09/26/2023.

V Residence Hall: Centrally monitored fire alarm system. Smoke detectors in individual rooms. Pull stations. Automatic sprinkler system. Occupants evacuate to the front of Hamilton Center. A fire drill was conducted on 09/26/2023.

Goldstein Residence Hall: Centrally monitored fire alarm system. Smoke detectors in individual rooms. Pull stations. Automatic sprinkler system. Occupants evacuate to the softball field. A fire drill was conducted on 09/26/2023.

Dort Residence Hall: Centrally monitored fire alarm system. Smoke detectors in individual rooms. Pull stations. Automatic sprinkler system. Occupants evacuate to the softball field. A fire drill was conducted on 09/26/2023.

Dort Residence Hall: Centrally monitored fire alarm system. Smoke detectors in individual rooms. Pull stations. Automatic sprinkler system. Occupants evacuate to the softball field. A fire drill was conducted on 04/27/2023.

Goldstein Residence Hall: Centrally monitored fire alarm system. Smoke detectors in individual rooms. Pull stations. Automatic sprinkler system. Occupants evacuate to the softball field. A fire drill was conducted on 04/27/2023.

X Residence Hall: Centrally monitored fire alarm system. Smoke detectors in individual rooms. Pull stations. Automatic sprinkler system. Occupants evacuate to the front of Hamilton Center. A fire drill was conducted on 04/27/2023.

Y Residence Hall: Centrally monitored fire alarm system. Smoke detectors in individual rooms. Pull stations. Automatic sprinkler system. Occupants evacuate to the front of Hamilton Center. A fire drill was conducted on 04/27/2023.

V Residence Hall: Centrally monitored fire alarm system. Smoke detectors in individual rooms. Pull stations. Automatic sprinkler system. Occupants evacuate to the front of Hamilton Center. A fire drill was conducted on 02/21/2023.

W Residence Hall: Centrally monitored fire alarm system. Smoke detectors in individual rooms. Pull stations. Automatic sprinkler system. Occupants evacuate to the front of Hamilton Center. A fire drill was conducted on 02/21/2023.

Pei Residence Hall East: Centrally monitored fire alarm system. Smoke detectors in individual rooms. Pull stations. Automatic sprinkler system. Occupants evacuate to the front of Hamilton Center. A fire drill was conducted on 02/21/2023.

Pei Residence Hall West: Smoke detectors in individual rooms. Occupants evacuate to the front of Hamilton Center. A fire drill was conducted on 02/21/2023.

## **2022:**

Pei Residence Hall South: Smoke detectors in individual rooms. Occupants evacuate to the front of Hamilton Center. A fire drill was conducted on 03/30/2022.

V Residence Hall: Centrally monitored fire alarm system. Smoke detectors in individual rooms. Pull stations. Automatic sprinkler system. Occupants evacuate to the front of Hamilton Center. A fire drill was conducted on 03/30/2022.

W Residence Hall: Centrally monitored fire alarm system. Smoke detectors in individual rooms. Pull stations. Automatic sprinkler system. Occupants evacuate to the front of Hamilton Center. A fire drill was conducted on 03/30/2022.



X Residence Hall: Centrally monitored fire alarm system. Smoke detectors in individual rooms. Pull stations. Automatic sprinkler system. Occupants evacuate to the front of Hamilton Center. A fire drill was conducted on 03/30/2022.

Y Residence Hall: Centrally monitored fire alarm system. Smoke detectors in individual rooms. Pull stations. Automatic sprinkler system. Occupants evacuate to the front of Hamilton Center. A fire drill was conducted on 03/30/2022.

Dort Residence Hall: Centrally monitored fire alarm system. Smoke detectors in individual rooms. Pull stations. Automatic sprinkler system. Occupants evacuate to the softball field. A fire drill was conducted on 03/30/2022.

Goldstein Residence Hall: Centrally monitored fire alarm system. Smoke detectors in individual rooms. Pull stations. Automatic sprinkler system. Occupants evacuate to the softball field. A fire drill was conducted on 03/30/2022.

Dort Residence Hall: Centrally monitored fire alarm system. Smoke detectors in individual rooms. Pull stations. Automatic sprinkler system. Occupants evacuate to the softball field. A fire drill was conducted on 09/07/2022.

Goldstein Residence Hall: Centrally monitored fire alarm system. Smoke detectors in individual rooms. Pull stations. Automatic sprinkler system. Occupants evacuate to the softball field. A fire drill was conducted on 09/07/2022.

X Residence Hall: Centrally monitored fire alarm system. Smoke detectors in individual rooms. Pull stations. Automatic sprinkler system. Occupants evacuate to the front of Hamilton Center. A fire drill was conducted on 09/07/2022.

Y Residence Hall: Centrally monitored fire alarm system. Smoke detectors in individual rooms. Pull stations. Automatic sprinkler system. Occupants evacuate to the front of Hamilton Center. A fire drill was conducted on 09/07/2022.

Z Residence Hall: Centrally monitored fire alarm system. Smoke detectors in individual rooms. Pull stations. Automatic sprinkler system. Occupants evacuate to the front of Hamilton Center. A fire drill was conducted on 09/07/2022.

Pei Residence Hall West: Smoke detectors in individual rooms. Occupants evacuate to the front of Hamilton Center. A fire drill was conducted on 09/15/2022.

Dort Residence Hall: Centrally monitored fire alarm system. Smoke detectors in individual rooms. Pull stations. Automatic sprinkler system. Occupants evacuate to the softball field. A fire drill was conducted on 09/22/2022.

Goldstein Residence Hall: Centrally monitored fire alarm system. Smoke detectors in individual rooms. Pull stations. Automatic sprinkler system. Occupants evacuate to the softball field. A fire drill was conducted on 09/22/2022.

X Residence Hall: Centrally monitored fire alarm system. Smoke detectors in individual rooms. Pull stations. Automatic sprinkler system. Occupants evacuate to the front of Hamilton Center. A fire drill was conducted on 09/22/2022.

W Residence Hall: Centrally monitored fire alarm system. Smoke detectors in individual rooms. Pull stations. Automatic sprinkler system. Occupants evacuate to the front of Hamilton Center. A fire drill was conducted on 09/22/2022.

Pei Residence Hall East: Centrally monitored fire alarm system. Smoke detectors in individual rooms. Pull stations. Automatic sprinkler system. Occupants evacuate to the front of Hamilton Center. A fire drill was conducted on 09/22/2022.

Pei Residence Hall South: Smoke detectors in individual rooms. Occupants evacuate to the front of Hamilton Center. A fire drill was conducted on 11/08/2022.

Pei Residence Hall West: Smoke detectors in individual rooms. Occupants evacuate to the front of Hamilton Center. A fire drill was conducted on 11/08/2022.

Palmer B Residence Hall: Centrally monitored fire alarm system. Smoke detectors in individual rooms. Pull stations. Automatic sprinkler system. Occupants evacuate to the front of the Counseling & Wellness Center. A fire drill was conducted on 11/08/2022.

**2021:**

Goldstein Residence Hall: Centrally monitored fire alarm system. Smoke detectors in individual rooms. Pull stations. Automatic sprinkler system. Occupants evacuate to the softball field. A fire drill was conducted on 09/02/2021.

Dort Residence Hall: Centrally monitored fire alarm system. Smoke detectors in individual rooms. Pull stations. Automatic sprinkler system. Occupants evacuate to the softball field. A fire drill was conducted on 09/02/2021.

Palmer B Residence Hall: Centrally monitored fire alarm system. Smoke detectors in individual rooms. Pull stations. Automatic sprinkler system. Occupants evacuate to the front of the Counseling & Wellness Center. A fire drill was conducted on 08/30/2021.

Pei Residence Hall East: Centrally monitored fire alarm system. Smoke detectors in individual rooms. Pull stations. Automatic sprinkler system. Occupants evacuate to the front of Hamilton Center. A fire drill was conducted on 08/30/2021.

Pei Residence Hall West: Smoke detectors in individual rooms. Occupants evacuate to the front of Hamilton Center. No fire drills were conducted in 2021.

Pei Residence Hall South: Smoke detectors in individual rooms. Occupants evacuate to the front of Hamilton Center. A fire drill was conducted on 09/02/2021.

V Residence Hall: Centrally monitored fire alarm system. Smoke detectors in individual rooms. Pull stations. Automatic sprinkler system. Occupants evacuate to the front of Hamilton Center. A fire drill was conducted on 09/02/2021.

W Residence Hall: Centrally monitored fire alarm system. Smoke detectors in individual rooms. Pull stations. Automatic sprinkler system. Occupants evacuate to the front of Hamilton Center. A fire drill was conducted on 09/02/2021.

X Residence Hall: Centrally monitored fire alarm system. Smoke detectors in individual rooms. Pull stations. Automatic sprinkler system. Occupants evacuate to the front of Hamilton Center. A fire drill was conducted on 09/02/2021.

Y Residence Hall: Centrally monitored fire alarm system. Smoke detectors in individual rooms. Pull stations. Automatic sprinkler system. Occupants evacuate to the front of Hamilton Center. A fire drill was conducted on 09/02/2021.

Z Residence Hall: Centrally monitored fire alarm system. Smoke detectors in individual rooms. Pull stations. Automatic sprinkler system. Occupants evacuate to the front of Hamilton Center. A fire drill was conducted on 09/02/2021.

### **General Fire Safety Rules**

Open flame burning, such as candles, are prohibited in the residence halls. Microwave ovens are allowed in the residential halls as long as they are used according to manufacturer's instructions. Hot pots and coffee pots must have a timed or thermostatically controlled automatic shut-off switch; appliances with open burner elements, such as hot plates, toasters or toaster ovens, are only allowed in designated cooking areas. The use of heaters or other heat-producing devices are restricted to open areas and/or may not be operated in close proximity to combustible materials. Extension cords and multiple outlet devices are not allowed. However, a heavy-duty power strip with a minimum of 16 gauge, 3 wire, grounded three prong and internal breaker protection are authorized for limited use.



Fire prevention and suppression equipment and procedures are periodically inspected and reviewed by Residence Life staff, the Director of Environmental Health & Safety, and the State Fire Marshal's Office. Residential fire evacuation drill will be conducted at least once per semester.

**New College of Florida  
5800 Bay Shore Road  
Sarasota, FL 34243**

