

Tunxis Community College 2018-2019 Security Protocol Plan



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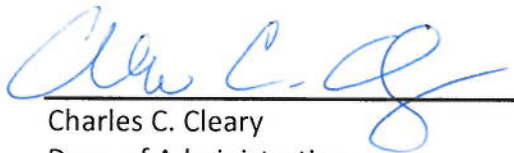
Mandatory Internal 2-Year Review

The Crisis Management Team will conduct the mandatory two-year biennial review during the spring 2019 semester.

The previous biennial review was done in 2017:

On July 19, 2017, the Tunxis Community College Crisis Management Team conducted the mandatory internal review of the Security Protocol Plan. Suggestions the Team made to improve the plan are included in the 2017-2018 plan. Team members who conducted the review are listed below.

Name	Title
Charles Cleary	Dean of Administration
Kimberly James	Director of Academic Student Engagement
Lisa Lavoie	Director of Library Services
Alison McCarthy	Associate Director of Admissions
Peter McCluskey	Director of College Transition & Outreach
Steven Mead	Coordinator of Academic Information Technology
Deborah Pavelchak	Administrative Assistant
Jessica Waterhouse	Title IX Coordinator, Professor – Criminal Justice



Charles C. Cleary
Dean of Administration
Acting Director of Human Resources
Affirmative Action Officer

12/27/18

Purpose

Tunxis Community College (TCC) is committed to the safety and welfare of students, faculty, staff and visitors through the establishment of reasonable practices that:

- (1) Support a safe and secure environment in all buildings and grounds owned, leased and/or operated by TCC;
- (2) Promote safety through policies and programs;
- (3) Provide an appropriate level of security at college activities; and safeguard the college's property and physical assets.

The TCC Security Protocol Plan provides an overview of existing college safety and security policies and programs that demonstrate compliance with CT Statutes 10a-55c and 10a-156a.

This plan describes the authorities and responsibilities to carry out programs and operations that promote safety and security of individuals and property. The plan also defines the specific responsibilities of college management, contracted security and other college offices with responsibilities for campus safety and security, including compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act.

TCC expresses gratitude to Virginia Polytechnic Institute and University for assistance in crafting the TCC Security Protocol Plan.

Policy

The college is committed to promoting the safety and security of the TCC community within a supportive and accessible learning and working environment. It is further committed to safeguarding physical resources, identifying conditions or circumstances that may pose risks to the safety and security of the college, and preparing the college to effectively respond to emergencies.

College facilities must be used in a safe and appropriate manner so as not to endanger the TCC community or the general public. All faculty, staff, students, and other members of the TCC community share responsibility for the safety and security of the institution and must conduct college activities and operations in compliance with applicable federal and state regulations and college policies.

Authorities and Responsibilities

By state statute, the Board of Regents (BOR) for Higher Education is charged with the care, preservation and improvement of all 17 Connecticut colleges and universities' property and with the protection and safety of students, faculty, and staff on BOR property.

As part of a college-wide commitment to a safe and secure campus, the college has established offices and cross-functional teams charged with security and safety responsibilities.

Committee Structure

Tunxis does not have a head of security. The Office of the Dean of Administration and Director of Facilities co-supervise contracted security. The current security vendor is Summit Security.

Crisis Management Team

In order to provide for an organized response to major emergencies on campus, the Crisis Management Team assists the College in responding to, managing, mitigating and recovering from an emergency. The Team will also be responsible for interfacing with off-campus resources and agencies as needed such as local and state governmental agencies and the media. The Team will meet when any member of the Team decides that a campus emergency has occurred or might occur. Current team members are listed on page 23.

The Team is under the direction of the President. Team members are selected by the President in collaboration with the cabinet per Public Act 13-3 Section 92, subsection (b) (2).

Behavioral Intervention Team (Threat Assessment Team)

The Behavioral Intervention Team (BIT) heightens awareness of faculty, staff and students regarding potentially at-risk students and others on campus who may be at risk of harm to themselves or others. Included in, but not limited to, the list of behaviors are threats, aberrant or strange behavior, violent or perceived violent behavior, repeated threats of suicide or violence against others, etc. The Team will meet when any member of the Team decides that a member of the TCC community is exhibiting behaviors of concern. Information about the Team, suggestions for responding to aggression/violence, and contacts for reporting a concern can be found on the college website here:

<http://www.tunxis.edu/offices-departments/behavioral-intervention-team/>

In addition, it is the responsibility of the BIT to develop and review college policies which address such situations and behavior. The Team is under the direction of the President. Team members are selected by the President in collaboration with the cabinet per Public Act 13-3 Section 92, subsection (b) (2).

Team members have been trained in various ways: by invited guests coming to campus and sharing their expertise; attending workshops off-campus, some of these have been sponsored by the Board of Regents (BOR); webinars; and in-house expertise of faculty and staff who have experience in these areas.

Current team members are listed on page 25.

Sexual Assault Response Team/Campus Resource Team

Under the direction of the President, the Title IX Coordinator is responsible for activating the Sexual Assault Response Team/Campus Resource Team under appropriate circumstances.

Current team members are listed on page 27.

Health & Safety Committee

In accordance with Connecticut General Statute Sec. 31-40v the Health & Safety Committee is a committee of the Professional Staff Organization (PSO). The Committee's responsibilities include the following:

- Establish procedures for workplace safety inspections by the committee
- Establish procedures for investigating all safety incidents, accidents, illnesses and deaths
- Evaluate accident and illness prevention programs
 - Establishing training programs for the identification and reduction of hazards in the workplace which damage the reproductive systems of employees
 - Establish training programs to assist committee members in understanding and identifying the effects of employee substance abuse on workplace accidents and safety
- Review and recommend policies and proposals related to the health and safety of staff and students
- Establish procedures for reporting health and safety problems
- Evaluate and respond to reported problems and issue reports as needed

Current committee members are listed on page 26.

Emergency Medical Response Team

The Emergency Medical Response Team are employees who are certified by the American Red Cross in First Aid, CPR, and use of the college's two AED's. In the event of a medical emergency on campus, members of the Team are contacted to respond to the situation until first responders arrive on campus. The Team is under the direction of the President. Team members are listed at the end of this report.

Current committee members are listed on page 24.

Administrative Office Responsible for Security on Campus

The Office of the Dean of Administration and Director of Facilities are responsible for security. TCC does not have a campus police department. The CT Community Colleges contract with Summit Security to provide security coverage during the college’s operating hours, year-round, weekends and evenings. The Administrative Assistant to the Dean of Administration oversees, directs and coordinates Summit’s security officers. Security officers carry radios for internal communication. Employees and students may contact a security officer directly on the security cell phone.

The Dean of Administration is located in Room 6-370, third floor of the 600 Building.

Title	Name	Phone	Email
Dean of Administration	Charles Cleary	860-773-1302	ccleary@tunxis.edu
Administrative Assistant	Rosenda Hull	860-773-1303	rhull@tunxis.edu
Director of Facilities	John Lodovico	860-773-1321	jlodovico@tunxis.edu
Security Cell Phone	N/A	860-541-0800	Tx-guard@tunxis.edu

Departmental and Individual Responsibilities

Departmental responsibilities: Directors/Department Heads and individuals in supervisory roles are responsible for ensuring that personnel within their department are aware of safety and security policies and the procedures for reporting safety problems, accidents, emergencies, crimes, and threats. They are also responsible for ensuring that any emergency preparedness and continuity of operations plans are developed in accordance with college guidelines and communicated to all personnel in order to ensure familiarity with and coordination between departmental personnel and emergency responders. Departmental supervisors are encouraged to implement security and safety policies and programs in work areas under their supervision/control.

Individual Responsibilities: Individuals are responsible for being aware of and complying with school policies and procedures, and applicable laws. Employees and students should take any threat or violent act seriously and report acts of violence or threats to the appropriate authorities as set forth in this policy. Numerous employee and student policies outline responsibilities and acceptable behavior, and standards of conduct. Violations of community college policy are subject to the disciplinary actions under the appropriate policies, up to and including dismissal. Violations of the Student Code of Conduct would be reviewed by the Dean of Student Affairs. Each fall semester, employees and students are made aware of safety and security policies and procedures through the “Annual Notice” that is emailed by the Dean of Administration and Dean of Academic Affairs.

Authority of Security Personnel & Relationship with State and Local Police Authorities

Summit Security officers have the authority to ask persons for identification and to determine whether individuals have lawful business at the college. Security officers do not possess arrest powers.

All criminal offenses will be investigated by the appropriate law enforcement agency. Tunxis Community College is a state agency. The State Police under the Department of Emergency Services and Public Protection have jurisdiction over the college and its satellite locations. The Farmington Police Department may investigate or assist the State Police with criminal offenses that occur on the Tunxis campus. The Bristol Police Department may investigate or assist the State Police criminal offenses that occur at the Bristol site, Tunxis @ Bristol. The prosecution of all criminal offenses that occur at both locations are conducted at the Superior Court of Connecticut.

Non-criminal violations of college policy will be referred to the Dean of Student Affairs for review and action. Major offenses such as murder, rape, aggravated assault, robbery and auto theft are reported to the State Police and/or Farmington Police. No administrator of an institution of higher education shall interfere with the right of a student or employee of such institution to file a complaint with the state police, local police department, or special police force established under section 10a-142 of the Connecticut General Statutes concerning crimes committed within the geographical limits of the property owned or under the control of such institution. The college has three locations:

Main Campus	Farmington House	Tunxis@Bristol (leased)
271 Scott Swamp Road	258 Scott Swamp Road	430 North Main Street
Farmington, CT 06032	Farmington, CT 06032	Bristol, CT 06010
860-773-1300	N/A	860-314-4700

Federal Directives

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act): The Clery Act defines the specific responsibilities for colleges and universities to make the campus community aware of crimes that have occurred and necessitate caution on the part of students and employees; and for providing annual reports on campus crime statistics.

As required by the Act, "timely warnings" will be provided to the community in the event of a reported crime, either on campus or off, that, in the judgment of the President, Dean of Administration or President's designee, constitutes an ongoing or continuing serious threat to the TCC community. TCC will also "immediately" notify the campus community upon the confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or staff occurring on campus. The warning may be issued through the use of a variety of sources used to provide emergency notifications. The warning may be issued through the use of a variety of sources which may include, but are not limited to, the methods listed under Public Information Notifications on page 18.

The Dean of Administration will be responsible for publishing annual crime statistics as required by the Clery Act. This information is available both in hard copy as well as posted on the college website and college intranet.

State Directives and Policies

Tunxis policies, programs and procedures comply with State of Connecticut statutes, including Public Act 14-11, An Act Concerning Sexual Assault, Stalking and Intimate Partner Violence on Campus, Public Act, Sec. 10a-55 and all applicable laws.

College and Board of Regents Policies

The college and the Board of Regents have established policies that specifically address environmental and occupational safety, violence prevention, and employment practices. There are additional policies that cover authorized and emergency closings, safeguarding institutional assets and information, prohibited conduct regarding alcohol and drugs, anti-discrimination and harassment prevention. The catalog may be found on the college website here:

<https://www.tunxis.edu/academics/course-schedule/>

Board of Regents and Community College policies may be found here:

<http://www.ct.edu/hr>

Policies listed in the Catalog include the following:

- Racism and Acts of Intolerance
- Sexual Harassment
- Information Technology Resources
- Acceptable Use Policy – Board Policy IT-001
- Electronic Communications Policy – Board Policy IT-002
- Policy on Student Conduct
- Notification of Rights Under the Family Educational Rights and Privacy Act (FERPA) – Board Policy 5.7
- English As A Second Language
- Statement on Drug and Alcohol Abuse
- AIDS and Other Communicable Diseases – Board Policy 2.10
- Statement on Violence Prevention and Response – Board Policy 2.13
- Reporting Threats or Violent Acts – Board Policy 2.13
- Campus Safety Efforts
- Sex Offenders on Campus – Policy adopted 12/17/07
- Electronic Device Policy

Crime Reporting Procedure

Community members, students, faculty, staff and guests are encouraged to report all crimes TCC does not have campus police. State police have jurisdiction over TCC as a state property. Farmington Police normally are first responders to incidents on campus. Bristol Police are normally first responders to incidents at the Tunxis@Bristol site. Students and employees are encouraged to report all crimes to the Farmington, Bristol and/or State Police.

Farmington Police	911 or 860-675-2400
Bristol Police	911 or 860-584-3011
State Police – Troop H	911 or 800-968-0664 or 860-534-1000

Community members, students, faculty, staff and guests are encouraged to report all crimes and public safety related incidents in an accurate and timely manner. Clery Act crimes need to be reported for the school and police authorities to respond, for the purpose of making timely warning reports and inclusion in the annual statistical disclosure. When in doubt, always err on the side of caution.

To report a crime or an emergency on the Farmington campus, call:

Information Desk	860-773-1300	
Security Cell Phone	860-541-0800	
Security Office	860-773-1328	Only for non-urgent messages

Operators are available at the Information Desk to take your call during the semester as follows:

Monday - Thursday	8:00 a.m. – 7:00 p.m.
Friday	8:00 a.m. – 4:00 p.m.
Saturday	9:00 a.m. – 3:00 p.m.
Sunday	Closed

When the semester is not in session operators are available during business hours, Monday through Friday. Any suspicious activity or person seen in the parking lots, loitering around vehicles, insider or around buildings on campus should be reported to Security.

To report a crime or an emergency at the Bristol Career Center, call 860-773-1462 to speak to Director of Business & Industry Services & Workforce.

To report a non-emergency or public safety related matter, call the Dean of Administration at 860-773-1302.

The individuals to whom students and employees should report Clery Act crimes are as follows:

Security Guards	Dean of Administration
Title IX Coordinator	Student Advocate
Director of Facilities	Dean of Student Affairs
Director of Business & Industry Services & Workforce	

If assistance is required from the State Police, Farmington or Bristol Police Departments, or Farmington or Bristol Fire Departments, Tunxis personnel will contact the appropriate unit. If a sexual assault or rape should occur, Tunxis will follow the procedures outlined in Public Act 14-11, including activation of the TCC Campus Resource Team listed on page 27.

The Daily Crime Log is maintained by the Administrative Assistant to the Dean of Administration. The Dean maintains the log in the absence of the Administrative Assistant. The public may review the Daily Crime Report by calling the Dean of Administration’s Office at 860-773-1303.

Violations of student codes of conduct are forwarded to the Dean of Student Affairs for review and potential action.

The results of a criminal investigation or disciplinary process will be relayed to the victim by the police and/or the Dean of Student Affairs, Director of Facilities or Dean of Administration.

Reporting or Disclosing Sexual Assault, Sexual Harassment, Dating or Intimate Partner Violence, or Stalking Procedures

Individuals who feel they are the victim of any sexual offense are urged to file a complaint with the Title IX Coordinator and the Connecticut State Police.

Title IX Coordinator	Jessica Waterhouse	860-773-1646
Student Advocate	Stacey Palumbo	860-773-1637

All college employees are mandated reporters. Employees are required to complete a reporting form and submit it to the Title IX Coordinator. This form must be submitted even if a student accidentally discloses an incident of sexual misconduct. The primary goal is to provide support to a victim of sexual misconduct.

When a student or employee reports to TCC that the student or employee has been a victim of dating violence, domestic violence, sexual assault or stalking, whether the offense occurred on or off campus, TCC will provide the student or employee with a written explanation of the student's or employee's rights and options.

Victims of sexual offenses should be assured the college will provide resources, including but not limited to treatment through local emergency services and police assistance.

Individuals who feel they are the victim of any sexual offense are urged to file a complaint with the Title IX Coordinator and the Connecticut State Police. Victims should seek immediate medical assistance as there may be internal or external injuries and may need treatment for disease or infection. Physical evidence of a sexual assault, which includes but is not limited to hair and body fluid transfer, is highly perishable and all efforts should be made to preserve it. A victim of a sexual assault should not wash or change clothing until instructed by law enforcement or medical personnel.

The procedure to report or disclose sexual assault, sexual harassment, dating or intimate partner violence or stalking is as follows:

1. Report the incident (to the Title IX Coordinator)
2. Meet with Title IX Coordinator and Victim Advocate
3. Meet with a Student Affairs Conduct Officer
4. Conduct Officer investigates
5. Sanctions are determined
6. Request to President for review

All college employees are mandatory reporters. Employees do not have the option of declining to notify authorities once the victim has divulged information requiring notification.

Victims are urged to seek counseling and emotional assistance. Counseling services can be initiated through the College's Counseling department. Off-campus resources are listed on pages 20-21. The college also has a Campus Resource Team. This consists of Tunxis employees, state and local resources who assist the college in responding to incidents of sexual violence. The team members can be found on page 27.

Sexual Harassment Policy

Sexual harassment is a form of sex discrimination which is illegal under state and federal law and is also prohibited by the Board of Regents' Nondiscrimination Policy. Sexual harassment is defined in Section 46A-60(8) of the Connecticut General Statutes. The Board's policy recognizes that sexual harassment undermines the integrity of employer-employee and student-faculty-staff relationships and interferes with the right of all members of the TCC community to work and learn in an environment free from harassment. Such conduct will not be tolerated.

Sexual Harassment Procedures

All complaints of sexual harassment shall be taken seriously. It is expected that complaints will be made in good faith. However, frivolous or vexatious complaints can cause irremediable damage to the reputation of the accused person, even though he or she is subsequently vindicated. Therefore, any person who files a false complaint of sexual harassment shall himself or herself be subject to disciplinary action up to and including termination, if an employee, or expulsion, if a student.

Employees: A written complaint should be filed within fifteen (15) calendar days of the alleged harassment. This time frame may be extended by up to fifteen (15) additional calendar days. When a formal complaint of sexual harassment is received, the College will investigate it. The rights of all persons involved in the investigation shall be respected and every effort will be made to protect the confidentiality of both the alleged victim and the alleged harasser. Toward this end, only persons with a need to know shall be made privy to the complaint. However, complete anonymity cannot be assured, given the College's obligation under law to investigate and take appropriate action in all cases of sexual harassment. Procedures for informing victims of the outcome of any campus investigation are in accordance with union contracts, state laws and BOR policies and procedures.

Students:

Students should refer to the College Catalog for more details on Sexual Harassment. A written complaint should be filed within thirty (30) day of the date the grievant knew or should have known of the alleged harassment. However, a delay in filing a formal complaint will not be a reason for refusing to investigate such complaints. Although the ability to investigate may be compromised by delay, a written complaint will be treated in the manner prescribed by this policy if filed within 180 days of the date the student knew of should have known of the alleged harassment:

Students may report incidents of sexual harassment to the Dean of Student Affairs, Title IX Coordinator or college official designated by the President. Depending on the nature of the complaint and the desires of the complainant, the College official to whom the complaint has been made may attempt to resolve the complaint informally. Any informal resolution of a complaint must be approved by the College President. No person shall be forced to pursue informal avenues of resolution before filing a formal complaint.

If informal resolution is not possible or appropriate, a written complain should be filed in accordance with Student Grievance Procedure for Students.

When a formal complaint of sexual harassment is received, the College will investigate it. The rights of all persons involved in the investigation shall be respected and every effort will be made to protect the confidentiality of both the alleged victim and the alleged harasser. Toward this end, only persons with a need to know shall be made privy to the complaint. However, complete anonymity cannot be assured, given the College's obligation under law to investigate and take appropriate action in all cases of sexual harassment.

Procedures for informing student victims of the outcome of any campus investigation are in accordance with, state laws and BOR policies and procedures.

Policy on Drugs and Alcohol

Tunxis Community College has a zero tolerance policy on the possession, use or sale of drugs and alcohol on campus in accordance with Board policy on drugs and alcohol, listed below. The policy may also be accessed as link on the college's website here:

<http://tunxis.edu/college-information/consumer-information/>

It can also be found in the Student Handbook, located here:

<http://www.tunxis.edu/college-information/student-handbook/>

No student or employee shall knowingly possess, use, distribute, transmit, sell or be under the influence of any controlled substance on the college campus or off the college campus at a college-sponsored activity, function, or event.

Use or possession of a drug authorized by a medical prescription from a registered physician shall not be a violation of this provision.

Tunxis Community College's standards of conduct are in compliance with Public Law 101-226, the Drug Free Schools and Communities Act. The standards of conduct prohibit unlawful possession, use or distribution of illicit drugs or alcohol by students, employees or visitors on the college campus or at college activities. Any person knowingly and unlawfully possessing, using, transmitting, selling or being under the influence of any dependency producing drug or alcohol on campus or at any college sponsored activity or event may be subject to disciplinary action.

The use of alcohol at any college activity on or off campus is prohibited unless the College president approves prior authorization. The president has established the following procedure regarding requests for the serving of alcoholic beverages at college functions:

1. Any request to serve alcoholic beverages must be consistent with the Board of Trustees for Community-Technical Colleges' Policy 4.15, "Drugs & Alcohol Policy in the Community Colleges."
2. The request must be submitted in writing to the Dean of Administration at least four (4) weeks in advance of the event.
3. If the sale of alcohol is being solicited, the request must demonstrate that a temporary permit for the sale of alcoholic beverages will be obtained and dram shop act insurance will be purchased.
4. A paragraph in the request must describe how alcohol will be made available only to legal age students and/or guests. This includes students bringing in their own alcoholic beverages, or beverages being provided free when purchased by a student organization or other group.
5. The request must include a plan for a visible educational program display or presentation urging responsible drinking of alcoholic beverages during the event.
6. Once the Dean of Administration has reviewed the request for all necessary compliance, the request will be forwarded to the College President for final decision. Note: under no conditions will alcoholic beverages be purchased for consumption with monies from the General or Operating funds of this College.

Drug and Alcohol Education

The Counseling Office, Student Government and the Office of the Dean of Administration offer programming and resources for students and employees. Employee Assistance Program (EAP) is a professional, free and confidential service for employees that is equipped to handle drug and alcohol issues that employees may experience. Their website is here:

<http://www.solutions-eap.com/>

Policy on Weapons

Board Policy states, the use or possession of weapons, as defined in Section 53-206 of the Connecticut General Statutes, is prohibited on college campuses. All reported incidents of violence will be taken seriously and will be dealt with appropriately, including prompt evaluation, investigation and response. Any weapon or dangerous instrument will be confiscated and turned over to appropriate law enforcement/public safety authorities. There is no reasonable expectation of privacy with respect to such items on campus. Violations of this policy may lead to disciplinary action up to and including dismissal from employment or expulsion from the college. Violations may also result in criminal penalties.

Policy Statement Addressing Sex Offender Registration

In the State of Connecticut, convicted sex offenders must register with the Sex Offender Registry maintained by the Connecticut Department of Public Safety, Division of State Police, Sex Offender Registry Unit, pursuant to Connecticut General Statutes 54-250. The Sex Offender Registry information provided under this law is intended to be used for such purposes as the administration of criminal justice, screening of current or prospective employees and volunteers or otherwise for the protection of the public in general and children in particular. Unlawful use of the information for purposes of intimidating or harassing another is prohibited and a willful violation shall be punishable by law. Tunxis Community College is notified by the Board of Regents and/or the State Police if any convicted sex offenders registers for class, or applies for employment at the college.

The Connecticut Sex Offender Registry may be accessed online here:

http://www.communitynotification.com/cap_office_disclaimer.php?office=54567

Campus Safety and Crime Prevention Programs

TCC addresses campus safety and crime prevention programs and issues with the campus community through a variety of venues:

- Student handbook, posters and campus-wide announcements
- Showings of the videos "Shots Fired" and "Flashpoint"
- Events sponsored by the Office of the Dean of Administration, Counseling Office, Student Government Association and Criminal Justice Department
- Every October the College hosts a Health Fair
- Every spring the College hosts a Public Safety Fair

myCommNet Alert

myCommNet Alert is the emergency alert system used by the Connecticut Community Colleges. The system is also used for weather-related closings and delays. Alerts may be sent via text, email and/or voice message. All students and employees are automatically enrolled. Students, faculty and staff may edit or update at <http://my.commnnet.edu>. Members of the public interested in receiving alerts may contact the Dean of Administration at 860-773-1302. Standard text rates apply.

Multi-Campus Hazard Mitigation Plan

On June 2, 2017 the U.S. Department of Homeland Security approved the Connecticut State College & University's (CSCU) Multi-Campus Hazard Mitigation Plan for a period of five years. Links to the plan will be placed on the college website. Questions about the plan, its elements and its development may be directed to the Dean of Administration or Director of Facilities.

PUBLIC INFORMATION NOTIFICATIONS

- Email to employee and college-issued student emails
- Hallway electronic message signs
- Weather-emergency line: 860-773-1301
- Tunxis webpage: www.tunxis.edu
- Tunxis Facebook account: www.facebook.com/tunxis
- Tunxis Twitter account: www.twitter.com/tunxiscc
- Tunxis Instagram account: <https://www.instagram.com/explore/locations/165181/>
- Notices or posters placed on bulletin boards, entrances to the college
- myCommNet Alert – the Board of Regents’ emergency notification system which relays information via text, email and/or voice message
- Giant Voice –located on the roof of the 100 Building that broadcasts emergency information via loud speaker system
- Beacons –will light up, make noise & display emergency information. Beacons are in the following six locations:

	<u>Building</u>	<u>Location</u>
<u>1</u>	<u>100 Building</u>	<u>Cafeteria</u>
<u>2</u>	<u>100 Building</u>	<u>Founders Hall near Student Lounge</u>
<u>3</u>	<u>200 Building</u>	<u>Parking Lot Entrance</u>
<u>4</u>	<u>300 Building</u>	<u>Across from Computer Lab</u>
<u>5</u>	<u>600 Building</u>	<u>Cyber Café – First Floor</u>
<u>6</u>	<u>600 Building</u>	<u>Entrance near Bidstrup Hall – First Floor</u>

- Desktop Alert Software – this allows emergency messages to be broadcast on the screen of every campus computer that is in use at the time the message is transmitted.
- Broadcast message over campus phones
- Television & radio:

Television

Channel 3	WFSB
Channel 30	WVIT
Channel 8	WTNH
Channel 61	WTIC

Radio

WTIC – AM	1080	WRCH – FM	100.5	WZMX – FM	93.7
WDRC – AM	1360	WTIC – FM	96.5	WDRC – FM	102.9

Tunxis Community College 2018-2019 Campus Resources

Security Officer Cell Phone	860-541-0800
Information Desk	0 from a campus phone or 860-773-1300
Dean of Administration	860-773-1302
Dean of Student Affairs	860-773-1482
Title IX Coordinator	860-773-1646
Student Advocate	860-773-1493
Counseling Office	860-773-1510
Veterans' Oasis	860-773-1364
Tunxis@Bristol	860-773-1462

Campus Safety Videos

The college has two 20-minute videos posted online. "Shots Fired" gives suggestions for surviving an active shooter situation. "Flashpoint" give suggestions for responding to disturbing behaviors.

<http://www.tunxis.edu/college-information/campus-security-act/campus-security-videos/>

The hard copy DVD's may be borrowed from the Dean of Administration.

Annual Security Report

<https://www.tunxis.edu/student-services/crisis-services/>

The Emergency Response Plan, Drug Free Schools and Communities Act, Biennial Review of the Drug Free Schools and Communities Act, Exposure Control Plan and Hazard Communication Program may be found on the Consumer Information page of the college website here:

<http://www.tunxis.edu/college-information/consumer-information/>

Chemical Hygiene Plan*

https://www.comnet.edu/tx_acad/Science%20Laboratories%20-%20Health%20and%20Safety.htm

Behavioral Intervention Team Webpage

<http://www.tunxis.edu/offices-departments/behavioral-intervention-team/>

Hard copies are available from the Dean of Administration.

Tunxis Community College 2018-2019 Off-Campus Resources

Wheeler Clinic, Inc.
91 Northwest Drive
Plainville, CT 06062
Main Number: 888-793-3500
Community Response Team: 860-747-8719
www.wheelerclinic.org

University of Connecticut Health Center
263 Farmington Avenue
Farmington, CT 06030
1-84-GET-UCONN
www.uhc.edu

CT Sexual Assault Crisis Services
Statewide 24 hour toll free hotline
1-888-999-5545 English
1-888-568-8332 Español
www.connsacs.org

Hospital of Central Connecticut
100 Grand Street
New Britain, CT 06052-2017
860-224-5011
www.thoce.org

National Suicide Prevention Lifeline
1-800-273-TALK (8255)
www.suicidepreventionlifeline.org

Community Health Resources (CHR)
1-877-884-3571
www.chrhealth.org

InterCommunity (IC)
111 Founders Plaza, 18th Floor
East Hartford, CT 06108
860-569-5900
www.intercommunityct.org

Not Alone (White House Task Force)
<https://www.notalone.gov/schools/>

Dept. of Mental Health & Addiction Services
Mobile Crisis Team
500 Vine Street
Hartford, CT 06112
860-297-0999
<http://www.ct.gov/dmhas/cwp/view.asp?a=2902&q=335256>

Tunxis Community College 2018-2019 Off-Campus Resources

Farmington Valley Health District
95 River Road, Suite C
Canton, CT 06019
860-352-2333
<http://fvhd.org/>

Alcoholics Anonymous
1-866-STEPS12
<http://www.ct-aa.org/home/>

Rape, Abuse & Incest National Network (RAIN)
National Sexual Assault Hotline:
1-800-656-HOPE (4673)
<https://www.rainn.org/>

Prudence Crandall Center for Women
594 Burritt Street
New Britain, CT 06050
860-225-5187
<http://prudencecrandall.org/>

Vet2Vet Veterans' Crisis Hotline
1-877-VET-2-VET (838-2838)
<http://vet2vetusa.org/>

CT Coalition against Domestic Violence
(CCADV)
888-774-2900
844-831-9200 Español
<http://www.ctcadv.org/>

Rape, Abuse & Incest National Network (RAINN)
National Sexual Assault Hotline
1-800-656-HOPE (4673)
<https://www.rainn.org/>

American Red Cross
209 Farmington Ave.
Farmington, CT 06032
877-287-3327
<http://www.redcross.org/ct>

Al-Anon
888-4AL-ANON (888-425-2666)
<http://www.al-anon.alateen.org/>

Salvation Army Homeless Shelter
78 Franklin Square
New Britain, CT 06051
860-225-8491
<http://www.salvationarmyusa.org/>

VA Connecticut Healthcare
System Newington Campus
555 Willard Avenue
Newington, CT 06111
860-666-6951
<http://www.connecticut.va.gov/>

Veterans' Crisis Hotline
1-800-273-8255, press 1
<http://www.veteranscrisisline.net/>

**SANE (Sexual Assault Nurse Examiner) Hospitals –
Specialize in Responding to Victims of Sexual Assault**

Bristol Hospital

41 Brewster Road
Bristol, CT 06011
860-585-3000
www.bristolhospital.org

Hartford Hospital

800 Seymour Street
Hartford, CT 06102
860-545-0000
<http://www.harthosp.org>

Manchester Memorial Hospital

71 Haynes Street
Manchester, CT 06040
860-646-1222
<http://www.echn.org/>

St. Francis Hospital

114 Woodland Street
Hartford, CT 06105
860-714-4000
<http://www.stfranciscare.org>

Sexual Assault & Interpersonal Violence Resources

Tunxis Title IX Flyer

<https://admin.studentsuccess.org/download/584>

Sexual Assault and Interpersonal Violence - What You Need to Know

<http://www.tunxis.edu/college-information/sexual-assault-and-interpersonal-violence/>

Sexual Violence Prevention Videos

Tunxis Take a Stand Video

<https://youtu.be/J7QoKoTayBI>

Stalking

<http://youtu.be/8VrLr5Q3q9w>

**Tunxis Community College
2018-2019 Crisis Management Team**

Name	Title	Work Phone
Casalino, Francine	Acting Director, Early Childhood Center	773-1346
Cleary, Charles*	Dean of Administration	773-1302
Cook, Ed	Professor, Chemistry/Physics	773-1614
Cullinane, Kirstin	Academic Associate	773-1665
Feest, Amy	Interim Dean of Academic Affairs	773-1631
James, Kimberly	Director of Access, Success & Engagement	773-1504
Jensen, Todd	Adjunct, Sciences	N/A
Lavoie, Lisa**	Director of Library Services	773-1543
Lodovico, John*	Director of Facilities	773-1321
Lombella, James	Interim President	773-1357
Machado, Tatiana	Instructor, Business	773-1628
Mead, Steven	Coordinator of Academic Information Technology	773-1384
Pavelchak, Deborah	Administrative Assistant to the Dean of Student Affairs	773-1480
Reome, Darryl	Interim Dean of Student Affairs	773-1482
Voisine, Joyce	Program Coordinator, Early Childhood Education	773-1344
Waterhouse, Jessica	Professor, Criminal Justice Title IX Coordinator	773-1646

**Member of Emergency Medical Response Team*

***Chair, Crisis Management Team*

**Tunxis Community College
2018 - 2019 Emergency Medical Response Team**

Employees certified in First Aid and Automated External Defibrillator (AED)

Name	Title	Work Phone	Expiration	Location
Cleary, Charles*	Dean of Administration	773-1302	2020	600 Building, 6-390
Crowe, Peter	General Trades Worker	773-1327	2020	600 Building, 6-088
Foster, Ashley	Library Associate	773-1549	2020	700 Building, Circulation Desk
LaPorte, Christopher	Director of Student Activities	773-1362	2020	100 Building, Student Lounge
Lewis, Brett	Maintainer	773-1326	2020	600 Building, 6-088
Lodovico, John	Director of Facilities	773-1321	2020	100 Building, President's Office
Lozada, Helen	Financial Aid Assistant	773-1425	2020	100 Building – Counseling
McCluskey, Peter	Evening Administrator	773-1300	2020	Information Desk
Peters, Kirk	Full Time Lecturer, FYE	773-1482	2020	Faculty
Woolford, Adam	Weekend Administrator	773-1300	2020	Information Desk

** Chair, Emergency Medical Response Team*

**Tunxis Community College
2018-2019 Behavioral Intervention Team**

Name	Title	Work Phone
Cleary, Charles*	Dean of Administration	773-1302
Craven, Vivian	Counselor	773-1506
LaPorte, Christopher	Director of Student Activities	773-1362
Lavoie, Lisa	Chair, Crisis Management Team	773-1543
Lodovico, John	Director of Facilities	773-1321
Lombella, James	Interim President	773-1357
Reilly-Roberts, Judith	Counselor	773-1507
Reome, Darryl	Interim Dean of Student Affairs	773-1482
Waterhouse, Jessica	Professor, Criminal Justice	773-1646

**Chair, Behavioral Intervention Team*

**Tunxis Community College
2018-2019 Health & Safety Committee**

Name	Title	Work Phone
Annecharico, Erin	Program Coordinator, Dental Assisting	773-1680
Cleary, Charles*	Dean of Administration	773-1302
Cocheo, Bridget	Student Representative	N/A
Colangelo, Ken	Information Technology Technician II	773-1409
Craven, Vivian	Counselor	773-1506
Garside, Carianne	Professor, Fine Arts	773-1647
Hadley, Robert	Instructor, Physics	773-1618
Lodovico, John	Director of Facilities	773-1321
Marchand, Renald	Instructor, Criminal Justice	773-1625
Mountassir, Mohamed	Math Tutor	773-1528
Perri, Behnaz	Librarian	773-1552
Reilly-Roberts, Judy	Counselor	773-1507

**Chair, Health & Safety Committee*

**Tunxis Community College
2018-2019 Campus Resource Team**

Name	Title	Affiliation
Carrington, Amanda	Campus Advocate	YWCA
Cleary, Charles	Dean of Administration	Tunxis Community College
Craven, Vivian	Counselor	Tunxis Community College
Garcia, Matthew	Sergeant	CT State Police Sex Offender Registry
Grabowski, Adam	Director of Advocacy & Community Engagement	Prudence Crandall Center, Inc.
Lodovico, John	Director of Facilities	Tunxis Community College
Melanson, Paul	Chief of Police	Farmington Police Department
Reome, Darryl	Interim Dean of Student Affairs	Tunxis Community College
Palumbo, Stacey	Student Advocate	Tunxis Community College
Waterhouse, Jessica*	Title IX Coordinator	Tunxis Community College

**Chair, Campus Resource Team*