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Message from the Director of Public Safety:

The Middlebury College Department of Public Safety is responsible for the safety and security of the community members and property of the Middlebury campus. In delivering its services, the department supports the institution’s educational goals by providing an environment that fosters respect for learning and for community living.

The department provides services for Middlebury’s main campus year round. During the summer months, it also provides services for the Language School on the main campus and the Bread Loaf School of English on the Bread Loaf campus.

During the summer months, on the West Coast, the Mills Department of Public Safety provides security for the Language Schools program, Middlebury at Mills.

While the Middlebury and Mills departments work diligently to protect our communities, all faculty, staff, and students play important roles in crime prevention. By following safety policies and reporting suspicious or criminal activity to the appropriate authorities in a timely manner, community members can help reduce crime and increase safety.

This handbook contains information on security programs, procedures, and safety practices for Middlebury College, the Ripton, VT Bread Loaf campus, and the Oakland, CA Mills College campus. This handbook collects and reports the annual statistics of certain crimes committed on the main campus, as well as the statistics for the summer activities at the Bread Loaf and Mills College campuses.

This information has been compiled and released in accordance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (the Clery Act) and the Violence Against Women Reauthorization Act of 2013 and is produced by the Department of Public Safety with the support of the College Communications Office. Electronic copies of the handbook are distributed via email to all students, faculty, and staff at Middlebury College, the Bread Loaf School of English, and Middlebury at Mills. Printed copies are available to prospective students and prospective employees and are provided upon request at the Middlebury Department of Public Safety and, during the summer months, at the Bread Loaf Inn and the Mills College Public Safety Office.

If you have questions or suggestions about this handbook or regarding safety and security at Middlebury College, Bread Loaf, or the Middlebury at Mills Language School, please contact me at (802) 443-5201 or eburchard@middlebury.edu.

Sincerely,

Elizabeth J. Burchard  
Director of Public Safety / Associate Dean of the College  
125 South Main Street  
Middlebury College
# Middlebury College Campus (Middlebury, VT)

**Emergency** ........................................................................................................... 911

## On Campus

<table>
<thead>
<tr>
<th>Service</th>
<th>Phone Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Public Safety Emergency Line</td>
<td>802-443-5911</td>
</tr>
<tr>
<td>Public Safety Business Line</td>
<td>802-443-5133</td>
</tr>
<tr>
<td>Emergency Line Information Recordings</td>
<td>802-443-2500</td>
</tr>
<tr>
<td>Used by Facilities/HR for updates.</td>
<td></td>
</tr>
<tr>
<td>Emergency Notification Line Recordings</td>
<td>802-388-0409</td>
</tr>
<tr>
<td>(This number will show up on your cell phone when an emergency notification message is sent.)</td>
<td></td>
</tr>
<tr>
<td>College Chaplain</td>
<td>802-443-5626</td>
</tr>
<tr>
<td>MIDDSAFE (Academic Year)</td>
<td>802-377-0239</td>
</tr>
<tr>
<td>SANE (Sexual Assault Nurse Examiner at Parton)</td>
<td>802-443-5135</td>
</tr>
<tr>
<td>Counseling Center</td>
<td>802-443-5141</td>
</tr>
<tr>
<td>Health Center</td>
<td>802-443-5135</td>
</tr>
</tbody>
</table>

## Commons Offices

<table>
<thead>
<tr>
<th>Commons</th>
<th>Phone Number</th>
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</thead>
<tbody>
<tr>
<td>Atwater Commons</td>
<td>802-443-3310</td>
</tr>
<tr>
<td>Brainerd Commons</td>
<td>802-443-3320</td>
</tr>
<tr>
<td>Cook Commons</td>
<td>802-443-3330</td>
</tr>
<tr>
<td>Ross Commons</td>
<td>802-443-3340</td>
</tr>
<tr>
<td>Wonnacott Commons</td>
<td>802-443-3350</td>
</tr>
<tr>
<td>Dean of Students Office</td>
<td>802-443-3233</td>
</tr>
<tr>
<td>Dean of the College</td>
<td>802-443-5382</td>
</tr>
<tr>
<td>Environmental Health and Safety</td>
<td>802-443-5726</td>
</tr>
<tr>
<td>Facilities Services</td>
<td>802-443-5472</td>
</tr>
<tr>
<td>Health and Wellness Education</td>
<td>802-443-5141</td>
</tr>
<tr>
<td>Human Resources</td>
<td>802-443-5465</td>
</tr>
<tr>
<td>Human Relations Officer</td>
<td>802-443-2246</td>
</tr>
<tr>
<td>Language Schools Office—General Info</td>
<td>802-443-5510</td>
</tr>
</tbody>
</table>
### Middlebury College Campus (Middlebury, VT)

- **Assistant Dean Language Schools, Alternate Human Relations Officer, Notary Public**: 802-443-5685
- **Dean of Language Schools**: 802-443-5979
- **Arabic School**: 802-443-5230
- **Chinese School**: 802-443-5520
- **French School**: 802-443-5526
- **German School**: 802-443-5203
- **Hebrew School**: 802-443-3570
- **Japanese School**: 802-443-5215
- **Portuguese School**: 802-443-5543
- **Russian School**: 802-443-2006
- **Spanish School**: 802-443-5539 (6 week) ... 802-443-5538 (7 week)

### Off-Campus Resources, Vermont

- **Addison County State’s Attorney’s Office**: 802-388-7931
- **CSAC (Counseling Service of Addison County)**: 802-388-7641
- **Domestic Violence/Sexual Assault Statewide Emergency Number**: 800-489-RAPE
- **Employee and Family Assistance Program (for College Staff and Faculty)**: 800-828-6025
- **Fletcher Allen Health Care, Burlington, VT**: 802-650-5000
- **For Victims with Disabilities**: 800-480-7273
- **Middlebury Police Department**: 802-388-3191
- **National Domestic Violence Hotline**: 800-799-7233
- **Porter Hospital, Middlebury, VT**: 802-388-4701
- **RAINN (Rape, Abuse, and Incest National Network)**: 800-656-HOPE
- **Rutland Regional Medical Center**: 802-775-7111
- **Vermont State Police, New Haven Barracks**: 802-388-4919
- **SafeSpace**: 802-863-0003
- **WomenSafe**: 800-388-4205
### Middlebury College Campus (Middlebury, VT)

**Web Resources**

- Crimereports.com
- Not Alone: [https://www.notalone.gov/](https://www.notalone.gov/)
- Stalking Resource Center: [http://www.victimsofcrime.org/our‐programs/stalking‐resource‐center](http://www.victimsofcrime.org/our‐programs/stalking‐resource‐center)
- Rape, Abuse, and Incest National Network: [http://www.rainn.org](http://www.rainn.org)

### Bread Loaf Campus (Ripton, VT)

**Emergency** ............................................................................................................. 911

**On Campus**

- Bread Loaf Emergency Line.......................................................................................... 802-442-2911
- Bread Loaf School of English Campus Office June – August ........................................ 802-443-5418
- Bread Loaf Writers’ Conference Office August .............................................................. 802-443-5286
- Bread Loaf Inn Front Desk ............................................................................................. 802-443-2700
- Bread Loaf Resident Caretaker ....................................................................................... 802-443-7945
- Bread Loaf Front Desk ................................................................................................. 802-388-7947
- Bread Loaf Shop ............................................................................................................ 801-388-7948
- Public Safety Emergency Line ...................................................................................... 802-443-5911
- Emergency-Line Information Recordings ..................................................................... 802-443–2500
  Used by Facilities/HR for Updates.
- Emergency Notification Line Recordings ................................................................. 802-388-0409
  (This number will show up on your cell phone when an emergency notification message is sent.)

**Off Campus**

- Vermont State Police .................................................................................................... 802-388-4919

For other off-campus numbers and resources see the off-campus numbers listed above under Middlebury College.
## Bread Loaf School of English (New Mexico, NM)

<table>
<thead>
<tr>
<th>Emergency</th>
<th>911</th>
</tr>
</thead>
</table>

### On Campus

- **St. Johns College Security Department**: 505-984-6025 or 505-660-8177
- **On-Site Director Cheryl Glenn**: 505-995-4084
- **Campus Coordinator**: 802-443-5418
- **Director’s Assistants**: 505-995-4084
- **Bread Loaf Campus Office**: 505-995-4084

### Off Campus

- **Christus St. Vincent Hospital**: 505-913-3361
- **New Mexico Coalition against Domestic Violence**: 505-246-9240
- **Santa Fe, New Mexico Police Department**: 505-955-5033 or 505-955-5006.
- **Santa Fe, New Mexico Police Department Non-Emergency Line**: 505-428-3710
- **Santa Fe Rape Crisis and Trauma Center**: 800-721-7273
- **The Rape Crisis Center of Central New Mexico Hotline**: 888-811-8282, Business line 505-266-7712
- **Urgent Care Santa Fe**: 505-474-0120
- **Aspen Medical Center**: 505-466-5885
- **Concentra Urgent Care**: 505-438-9402
- **Ultimed**: 505-989-8707

For emergencies, family or friends can call the Bread Loaf Office at 505-995-4084 or the Conference Services office at [h’Web Resources]

<table>
<thead>
<tr>
<th><strong>Web Resources</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>Not Alone: <a href="https://www.notalone.gov/">https://www.notalone.gov/</a></td>
</tr>
<tr>
<td>Rape, Abuse, and Incest National Network: <a href="http://www.rainn.org">http://www.rainn.org</a></td>
</tr>
<tr>
<td>New Mexico Coalition Against Domestic Violence: <a href="http://www.nmadv.org/about-us/">http://www.nmadv.org/about-us/</a></td>
</tr>
<tr>
<td>Domestic Violence Helpline (NM Legal Aid): <a href="http://www.nmlegalaid.org/?q=content/domestic-violence-helpline">http://www.nmlegalaid.org/?q=content/domestic-violence-helpline</a></td>
</tr>
</tbody>
</table>
**Bread Loaf School of English (Lincoln College, Oxford)**

**Ambulance, Police, Fire Department**

**On Campus**

Onsite Director Emma Smith.................................................................011-44-1865-279441 (from U.S.)
Campus coordinator ............................................................................802-443-5049
Bread Loaf Campus Office.................................................................011-44-1865-279819
Porter’s Lodge, Lincoln College...........................................................011-44-1865-279800

**Off Campus**

John Radcliffe Hospital....................................................................011-44-1865-741166
Global Rescue ......................................................................................+1-617-459-4200
King Edward Street Practice of Lincoln College Physician.................011-44-1865-242657

**Middlebury at Mills (Oakland, CA)**

**Emergency**

Emergency call from cell phone you can also dial 510-777-3211

**On Campus**

Public Safety......................................................................................510-430-5555

Middlebury at Mills Administration

Dan Fisher, Operations Manager.........................................................510-430-2284
Sasha Miyamoto, Administrative Associate........................................510-430-2285
Counseling and Psychological Services..............................................510-430-2130

**Off Campus**

Alta Bates Summit Hospital.................................................................510-655-4000
California State Police.........................................................................1-800-835-5247
Domestic Violence Help....................................................................510-238-3840
Kaiser Permanente ER........................................................................510-596-1000
Oakland Police Department (non-emergency)....................................510-777-3333
Oakland Police Department (emergency Line)....................................510-777-3211
Middlebury at Mills (Oakland, CA)

Urgent Care..................................................................................................................510-465-9565
San Leandro Clinic business hours..................................................................................510-351-3553
San Leandro Clinic after hours.........................................................................................510-667-4545

Web Resources

Bay Area Women Against Rape - http://www.bawar.org/
Highland Sexual Assault Center - http://www.highlandahs.org/our-services/specialty-services/medical-counseling
Oakland Police Department text/email alerts – www.nixle.com
Oakland Police Department Web page – www.oaklandpolice.com
Oakland Police Department Twitter – twitter.com/oaklandpolicea
San Francisco Women Against Rape - http://www.sfwar.org/resources.html
Transportation – 511.org

For Language School numbers and other off-campus numbers and resources see Middlebury College information found earlier in this document.
The Department of Public Safety
Middlebury College Department of Public Safety, Middlebury, Vermont

The Department of Public Safety provides uniformed security officers on campus, along with telecommunications staff in its office, at all times. Department members regularly patrol campus on foot and in cruisers, and they respond to emergencies. Public Safety reports to the Dean of the College. Public Safety officers don't have the power to make arrests but work closely with local law-enforcement agencies. Public Safety officers have the authority to stop individuals on campus and to request identification. They also can issue parking tickets and notices of trespass.

The department's staff includes the director of public safety, the associate director of public safety, a part-time associate director, a part-time administrator assisting with patrol supervision and special projects, a telecommunications manager and technical support specialist, two full-time sergeants, a part-time investigator, an administrative assistant, eleven full-time patrol officers, a telecommunications staff (with six full-time, three part-time, and four on-call employees), a staff of art museum monitors (with one lead monitor, three part-time monitors, and three spares), seasonal Midd Rides drivers, and an on-call special-events staff.

Public Safety maintains three fully equipped vehicles, which the officers use (in addition to patrolling on foot and bike) to patrol the College's main campus buildings and grounds. Officers carry radios and are certified in CPR, first aid, and Automated External Defibrillator (AED). They attend workshops and training seminars relevant to campus security and safety. Additionally, many in Public Safety have extensive prior experiences in law enforcement, safety, security work, and emergency medical and fire response.

Often, Public Safety officers are the first responders to assist with fire, medical emergencies, and criminal activity. The department works with the Middlebury Police, the Vermont State Police, the state’s attorney of Addison County, Addison County Sheriff’s Office, the Vermont Department of Liquor Control, the Middlebury Fire Department, the Middlebury Regional Emergency Medical Services, and Porter Hospital.

The telecommunications center uses a computerized alarm-processing system to receive fire and intrusion alarms. (A few small residential houses have fire-alarm systems that only sound locally. Please check the Fire Systems List in Annex C.) If there’s fire, smoke, or the smell of gas on campus, Public Safety will notify the Middlebury Fire Department and provide access to facilities, occupancy information, and crowd control.

The College has an enhanced 911 system, which allows for emergency calls from the campus to be sent directly to the statewide-911 dispatching service. Public Safety learns of the phone call’s location but doesn't hear the conversation. An officer is then dispatched to the location and receives updated information from the responding agency.

If someone calls from a cell phone, or from somewhere out of the area, the responding agency will notify DPS for assistance. Details regarding how to use the 911 system appear in the Reporting Emergencies, Crime, and Suspicious Activity section.
The Public Safety telecommunications staff manages the emergency line—443-5911—along with calls from emergency call boxes in parking lots and at the entrances to large residence halls. They also manage the business line: 443-5133.

**Mission**

Public Safety’s mission is to support the College’s educational goals by delivering services that enhance and protect the college community. Public Safety ensures an environment conducive to learning by enforcing College policies, laws, and ordinances, and protecting property and persons. The department welcomes any questions or concerns you might have, whether by email, phone, or in person.

**Agreement with Law Enforcement**

**Middlebury College, Middlebury, VT**

Public Safety has a cooperative agreement with the Middlebury Police Department (MPD) in the areas of patrol operations, criminal investigation, service of warrants, parking enforcement, and events security. Public Safety immediately reports serious crimes and missing persons to the Middlebury Police, and provides the department with reports of crimes on campus in accordance with College policies. Public Safety informs and encourages victims and witnesses to report criminal acts and suspicious behaviors to the Middlebury Police. When the police must arrest people on campus, Public Safety offers its assistance and cooperation.

The Middlebury Police Department also works closely with Public Safety when notifications must be made to inform and protect the campus community. MPD may provide Public Safety officers with training in local-ordinance education and enforcement, traffic safety and enforcement, special equipment use, and other areas of mutual interest or responsibility.

**Bread Loaf campus, Ripton, Vermont**

The Bread Loaf campus has a caretaker living on the property and Bread Loaf administrators living on the Ripton campus during the Bread Loaf School of English. The Bread Loaf Emergency Line is x 2911 from a Bread Loaf phone, or (802) 443-2911 from an outside line. The Bread Loaf Front Desk or the Bread Loaf maintenance offices will answer the line during the day or evening, and after hours the line will roll over to the Middlebury College Public Safety Office in Middlebury, which is staffed at all times during the summer.

The Vermont State Police provide law enforcement for Ripton and Bread Loaf. They will respond to the Bread Loaf campus for any police emergency and can be reached by calling 911 from any phone. Public Safety has a good working relationship with the Vermont State Police, but the two do not have a memorandum of understanding.
The Ripton Volunteer Fire Department will respond to any report of fire at Bread Loaf, and the Bread Loaf campus buildings are equipped with fire alarm systems that send a signal to the Public Safety office on the main campus. The Bread Loaf Inn is equipped with a very loud air-raid siren.

**Middlebury at Mills College, Oakland, CA**

Middlebury College contracts with Mills College for public safety services during the summer Language Schools held on the Mills College campus. The main Mills College Public Safety office is at CPM, office 113. Office hours are Monday-Friday 9am-1pm and 1:30pm-5:30pm. It’s closed Saturdays, Sundays, and holidays. The Richards Gatehouse is staffed with an officer at all times. Uniformed Public Safety officers, a supervisor, and a director provide around-the-clock patrol and services. All Public Safety officers are licensed in California as unarmed private-security officers. They have the same arrest powers as private citizens.

Public Safety officers are responsible for a full range of safety services, including all crime-report investigations, medical emergencies, fire emergencies, traffic accidents, and the enforcement of all College policies including those relating to alcohol use, drug use, and weapons possession.

**Working Relationship with California Law-Enforcement Agencies**

Public Safety maintains a close working relationship with the Oakland Police Department (OPD). Public Safety occasionally works with other law-enforcement agencies. Public Safety communicates periodically through the year with OPD liaisons about incidents that occur in and around campus. There is no written memorandum of understanding between Public Safety and the Oakland Police Department.

**Public Safety Staff, Interagency Cooperation, and Enforcement Authority**

All Public Safety staff go through background checks. The department provides annual, as well as ongoing, training. Staff have various safety and security backgrounds, including law enforcement, military, and private security. The director of Public Safety supervises the staff. Public Safety also works closely with the Oakland Police Department, the Alameda County Prosecutor’s Office, and their Victim/Witness Program. The police department forwards any reports of incidents involving Middlebury at Mills students to the Middlebury College director of public safety or the Middlebury at Mills coordinator. Mills reviews and acts upon incident reports and safety concerns accordingly.

Students must comply with Public Safety and any Mills or Middlebury at Mills College officials. Students need to present valid identification when requested to do so. Public Safety may detain people to investigate their purposes on campus. Public Safety can also deny anyone access to the institution. It has the authority to issue parking tickets, which are billed to the financial accounts of students, faculty, and staff. It is responsible for enforcing the policies, rules, and regulations set forth by Mills College and the Middlebury at Mills program, and to report criminal violations to the proper authorities. All Public...
Safety staff are held to the highest standard of maintaining an individual’s confidentiality and can assist in filing reports on incidents.

**Mills Public Safety Department Off-Campus Crime**

Public Safety employees are not members of government law enforcement and therefore have no legal authority or requirement to investigate or respond to any incident occurring outside the Mills College property; that includes incidents occurring on such streets as MacArthur Blvd, Seminary Ave, Interstate 580, etc. Possible exceptions include: an incident involving the physical exterior of Mills College, such as damage to the exterior fence; an incident threatening the immediate safety of people located on the Mills College property; people dumping refuse onto the Mills College property. Any action taken by Public Safety outside the Mills College property in response to outside incidents could be perceived by government law enforcement as interfering with authorities or impersonating a law-enforcement officer.

Mills College personnel’s only legal requirement in regards to incidents outside of campus is to contact the proper authorities and act as witnesses for those authorities. If someone contacts Public Safety about criminal activities occurring off-campus, but which involve Mills students, there is no fixed policy regarding intervention or reporting. In these cases, students may be subject to Middlebury College’s disciplinary process.

**Reporting Procedures**

An emergency is any immediate threat to life and/or property that requires immediate response from police, fire, or emergency medical services. Examples include: crimes in progress, fire, or a serious injury or illness.

When you need an immediate response, **dial 911**.

**Reporting an Emergency**

- Stay on the line with the dispatcher.
- Provide the address, the location, and a description of the emergency.
- Provide the phone number at your location.
- Describe the incident thoroughly so the dispatcher can send you the appropriate resources.
- If you accidently misdial, do not hang up. Stay on the line and tell the dispatcher you misdialed. Hanging up causes emergency personnel to respond and investigate to ensure there is not an emergency.
Accurate and Prompt Reporting

We encourage community members, students, faculty, staff, and guests to report all crimes and public safety related incidents to the Department of Public Safety in a timely manner. If sexual misconduct (including sexual assault or inappropriate sexual conduct), domestic violence, dating violence or stalking occurs, staff on the scene, including Public Safety, will offer the victim a wide variety of services and options for filing a report. Crimes should be reported to the Department of Public Safety to ensure inclusion in the annual crime statistics and to aid us in providing timely warning notices to the community.

Middlebury College Campus, Middlebury, VT

Emergencies: Dial 911
Ambulance, Police, or Fire Department: 911
Middlebury Police: 388-3191
Public Safety Emergency Line: (802) 443-5911
Public Safety Business Line: (802) 443-5133

For catastrophic emergencies, including medical, fire, smoke, crime, or the carbon monoxide alarm, first call 911 and then the Department of Public Safety.

Bread Loaf Campus, Ripton, VT

Ambulance, Police, or Fire Department: 911
Bread Loaf Campus: 911
The Bread Loaf Campus address: 4229 Rte. 125, Ripton, VT
Front Desk, Bread Loaf Inn: ext. 2700 (802) 443-2700
Resident Caretaker: (802) 443-7945

Department of Public Safety, Middlebury College campus: ext. 5911 (802) 443-5911

AED (automated external defibrillator): Treman Building, 4290 Route 125, Ripton, VT
Porter Medical Center, Middlebury, VT: (802) 388-4701
Parton Center for Health and Wellness, Middlebury College campus: ext. 5135 (802) 443-5135

For catastrophic emergencies, including medical, fire, smoke, crime, or the carbon monoxide alarm, first call 911 and then the front desk. After hours, all calls to the front desk will be routed to the main campus’ Department of Public Safety.

On the Bread Loaf campus, all telephones have emergency instructions and numbers posted near them. Evacuation procedures are posted on the back of dormitory doors. An automated external defibrillator is located in Treman, which is at 4290 Route 125, Ripton, VT.
**Telephones on the Bread Loaf campus**
Incoming calls will be routed through the front desk—(802) 443-2700—when completed before 11 pm. Emergency calls will be accepted at any time: after 11 pm, these calls are routed to the Middlebury Public Safety Department on the main campus.

**Middlebury at Mills College, Oakland, CA**

- In serious medical emergencies, call 911 for police and paramedics.
- To make an emergency call to the Oakland Police from your cell phone, dial (510) 777-3211.
- Mills College Public Safety—at (510) 430-5555 (x5555 from campus phones)—will also call emergency medical responders to campus. After you’ve called an emergency number, call Public Safety so a dispatcher can direct emergency vehicles to the correct location on campus.
- You can also go directly to the emergency room. Alameda Hospital is about five miles from campus and Alta Bates Summit Emergency Room is approximately six miles away. People with possible neck or spine injuries should never be moved. Always call an ambulance.
- Oakland Police Department **non-emergency numbers**: for landline users—(510) 238-3227; and for cell phone users—(510) 777-3333. Upon request, Public Safety will assist anyone in filing reports with the local police.
- Use any campus phone to reach the Mills College Public Safety office at x5555. Public Safety will contact the fire department, police, and other emergency resources as required. Be certain to let your school director or bilingual assistant know immediately if you have left campus for emergency care, so they can follow up and assist you. Public Safety offices are located in the Chemistry, Physics, and Math Building (CPM) Room 113. The office is open Monday–Friday from 9:30 am–1 pm, and 1:30 pm–5 pm. Public Safety officers are always patrolling the campus and monitoring the front gate.

**Confidential Reporting**

Campus “pastoral counselors” and campus-based “professional counselors,” **when acting as such**, are not considered campus security authorities and are not required to report crimes for inclusion into the annual disclosure of crime statistics. As a matter of policy, they are encouraged to do so; if and when they deem it appropriate they will inform people being counseled of the procedures to report crimes on a voluntary basis for inclusion into the annual crime statistics. Counselors are defined as:

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

2. **Professional Counselor**: An employee of an institution whose official responsibilities include providing psychological counseling to members of the institution’s
community and who is functioning within the scope of his or her license or certification.

Anonymous Reporting

Middlebury requires reporting parties to provide their name. Anonymous reports can be made to the Addison County (Vermont) Crime Stoppers at 1(800) 432-5436. For Mills College in Oakland, Make an Anonymous Tip to the Oakland Police:

- Homicide 510-238-3821
- Illegal Drugs 510-238-3784
- Illegal Firearm or Firearm Offense 510-535-4867
- Sexual Assault Hotline 510-637-0298

Campus Security Authority (CSA)

Middlebury College Campus and Bread Loaf

A Campus Security Authority (CSA) is someone with significant responsibility for student and campus activities, including, but not limited to, student housing, student discipline, athletics, and campus judicial proceedings. A CSA is someone to whom you can report crime.

Middlebury has designated the following as Campus Security Authorities: Public Safety staff, dean of the College, dean of students, Commons heads, Commons deans, Commons coordinators—CRAs, CAs, or RAs—other deans or staff who oversee residential life or student activities (housing, club sports, student groups), the director of Athletics, coaches, faculty advisors to student groups, or other advisors to student groups.

For Language Schools, the CSA’s are directors and assistant directors of each Language School, the assistant dean and vice president of the Language Schools' Schools Abroad and graduate programs.
For the Bread Loaf School of English in Ripton, VT, the CSA’s are the director and the associate director of Bread Loaf School of English.

You report a crime when you bring it to the attention of a CSA, and that report should be made in good faith. The CSA must report the crime to Public Safety by filling out the Campus Security Authority crime-report form. The CSA report form is located on the College’s webpage: [http://www.middlebury.edu/offices/health/publicsafety/csa/node/439436#CSA](http://www.middlebury.edu/offices/health/publicsafety/csa/node/439436#CSA)

What Crimes have to be reported by the CSA and included in the Annual Security Report?
• Murder and Non-negligent Manslaughter
• Negligent Manslaughter
• Sex Offense Forcible
• Sex Offense Non Forcible
• Robbery
• Aggravated Assault
• Burglary
• Motor Vehicle Theft
• Arson
• Liquor Law Violation
• Drug Law Violation
• Weapon Law Violation
• Hate Crimes: any of the serious crimes above and larceny, vandalism, intimidation (threats of injury or violence), or simple bias-motivated assault
• Domestic violence, dating violence and stalking incidents that were reported to campus security authorities or local police agencies.

Definitions of these crimes can be found in the Handbook for Campus Safety and Security Reporting or in this handbook’s statistics section.

**Middlebury at Mills College**

For the Language Schools located at the Middlebury at Mills College, the CSA’s are the director of the Language Schools, and Public Safety staff at Mills College.

**Timely Warning**

**Middlebury College Campus, Middlebury, VT & Bread Loaf Campus, Ripton, VT**

The Department of Public Safety will issue timely warnings regarding crimes that threaten the community’s safety. Public Safety will not distribute warnings that could jeopardize criminal investigations. The circumstances of the crime will determine how much and what information Public Safety distributes.

Criminal incidents that might illicit a timely warning: aggravated assault, arson, burglary, negligent manslaughter, motor vehicle theft, murder/non-negligent manslaughter, robbery, sexual offense, stalking and any crime in which the victim was chosen on the basis of real or
perceived race, gender, gender identity, religion, disability, sexual orientation, ethnicity, or national origin.

The following criteria will determine whether timely warnings will be issued:

- The nature of the crime
- The continuing danger to the campus community
- The possible risk of compromising law enforcement efforts

The Public Safety director (or her designee) is responsible for issuing timely notices. The warning will come via email. Middlebury College may also issue warnings to the campus community when other situations pose safety concerns (see this handbook’s Emergency Response and Evacuation section).

**Daily Crime and Fire Log**

The Middlebury College Department of Public Safety maintains a combined Daily Crime Log and Fire Log of all incidents reported to them. Public Safety publishes the crime and fire log within 2 business days and maintains a printed copy at the office, 125 South Main St. This log identifies the type, general locations, time occurred, time the incident was reported to Public Safety, and the disposition of the complaint, if known. Exceptions may be made if such disclosure would jeopardize the confidentiality of the victim. The log is available on our Public Safety web page.

**Middlebury at Mills College, Oakland, CA**

Mills College must provide timely warnings and a separate, more extensive public crime log. The timely warning comes when the institution appointees consider an incident to pose an ongoing threat to the campus community, while the public log records all incidents reported to the campus police or security department. Public Safety will issue timely notices to the Language Schools for all criminal activities on or about campus that pose ongoing threats. Any of the summer community who know of crimes or other serious incidents should report the incident as soon as possible to Public Safety so that, if warranted, an alert can be issued. The nature of the incident determines how the campus alerts will be communicated, but they’ll come from at least one of the following: **Campus Notice emails**; campus switchboard; Public Safety Patrol, or the Emergency Alert Notification service.

**Daily Crime Log**

Mills College Public Safety maintains a daily crime log that records, by the date incidents are reported, all crimes and other serious incidents that occur on campus, in a non-campus building or property, on public property, or within Public Safety’s jurisdiction. The daily crime log is available for public inspection at CPM 113, Mills College, Oakland, CA. It includes the nature, date, time, and general location of each crime reported, as well as the disposition of the complaint, if this information is known.
Emergency Phones

Middlebury College campus

Phones are located in buildings and parking lots around campus. Large residence halls are equipped with a card-access system and have phones at the main entrances. Each of these phones have a red emergency button that automatically places a call to Public Safety and a black button that you can use, in conjunction with the keypad, to dial on-campus phone numbers. Some of the large residence halls also have red emergency phones in their hallways. When you lift the receiver of a red emergency phone, a call is automatically placed to the DPS telecommunications center.

All buildings, including the small, residential student houses, have campus phones in their main hallways, lounges, and classrooms. In the event of an emergency from an emergency phone on campus, dial 911 for the police, or 5911 for Public Safety. The phones can also be used for non-emergency inter-campus calls if you dial the college extension. Student dorm rooms do not have a phone. If you’re using a personal cell phone, please program them with Middlebury College emergency phone numbers. Also familiarize yourself with the phone locations in the residence halls and other buildings.

Several of the larger parking lots also have emergency phones. These phones are on black pedestals and have blue globes on top of them. At night these blue lights are illuminated. These phones have no receiver, but work via a keypad and speaker system. For emergencies, press the red button and you’ll be connected to Public Safety. These phones also have a black button that you can use, in conjunction with the keypad, to dial on-campus extensions.

Operating the Phones:

Push the black button for a dial tone and then, using the keypad, dial your number. You can contact Public Safety by dialing 5911 or the college switchboard operator by dialing 0. You can also use these phones to make non-emergency calls. For instance, if you wish to contact Midd Rides, call RIDE (x7433) for an escort back to a residence hall. To end the call or stop the dial tone, push the black button once more.

Emergency phones are located in the following parking lots:

- C Lot (FIC)
- D Lot (Atwater Halls A and B)
- E Lot (Johnson)
- Q Lot (Mahaney Center for the Arts)
- R Lot (Ridgeline)
- T Lot (Field House/Kenyon)
- The Track Lot (at the corner of Porter Field Road and South Street)
- The Kirk Alumni Parking Lot
• K lot (Robert A. Jones)
• S Lot (McCardell Bicentennial Hall)

There are also emergency phones on the walkway near Bicentennial Hall and Freeman International Center, on the walkway between DKE and the Axinn Center, and near Twilight Hall.

**Bread Loaf (Ripton, VT Campus)**

Two exterior emergency phones are located one the Bread Loaf campus: the first is at the laundry building near the Barn parking lot, and the second is at the intersection of Route 125 and College Cross Road near the Annex building.

**Mills College (Oakland, CA)**

Blue emergency call boxes are located in Richard’s parking lot (near the front gate), Post Road parking lot (below Reinhardt Hall), CPM parking lot (Seminary side), and at the Seminary Avenue pedestrian gate. Please don’t hesitate to use the call box for emergency assistance: vehicle accident, medical assistance, crime in progress, safety hazard, etc. You activate the call box by pressing the emergency button on the front, which immediately connects you with the Mills College Department of Public Safety security gatehouse and field officer(s). The call box automatically provides your location.

Maps designating the locations of the emergency call boxes are posted throughout campus. You may also obtain a copy at our office at CPM 113 or refer to the emergency map on line for a printable version. ([http://www.mills.edu/student_services/safety_and_transportation/MillsCollegeEmergencyMap.pdf](http://www.mills.edu/student_services/safety_and_transportation/MillsCollegeEmergencyMap.pdf))

Emergency call boxes are in place for notifying Public Safety of emergencies. It’s a criminal offense to intentionally tamper with, vandalize, or misuse the call boxes.

Call boxes operate 24 hours a day. You may also reach Mills College Public Safety by dialing extension 5555 from any campus phone. Pay phone and cell phone users should call 510.430.5555.

Black phone boxes are located near the entrances of dorms and many classroom buildings, and tan phones are located inside buildings for dialing 911 to reach the police, or x5555 to reach Public Safety. You may also use black and tan building phones for non-emergency intercampus calls by dialing the extension.

Mills College Department of Public Safety encourages you to report suspected crimes and emergencies as promptly and as accurately as possible. If you need to report a crime in progress or other emergency you should dial 510.430.5555 (x5555 from campus phones). Please be prepared to provide the dispatcher with your name, a description of the type of emergency, and the location of the emergency.
Oakland Police emergency - dial 911 in the bay area or call the Oakland Police Department emergency line at 510.777.3211. This line should only be dialed in an emergency, which would mean you need of immediate police, fire, or medical response.

If you mistakenly dial 911, please do not hang up, since all calls are captured by the 911 system. Stay on the line and talk to the 911 dispatcher before you disconnect. In the event of a hang-up, emergency service personnel will attempt to call you back, or if there is no answer, will send someone to the location you called from.

Local Law Enforcement Agencies:

- **Oakland Police Department** 510.777.3333 (Non-emergency)
- **California State Police** 800.TELL.CHP (1.800.835.5247)

Public Safety officers are often the first responders in reports of fire, medical emergencies and criminal activity. A computerized alarm processing system sends to the telecommunications center the fire-alarm and intrusion-alarm signals. Public Safety officers will be in direct contact with Oakland police in the event of any emergency.

Emergency Response and Evacuation

**Middlebury College Campus**

**Emergency Notification**

General information about emergency response and evacuation procedures for Middlebury College is available on the Middlebury College web page at [http://www.middlebury.edu/er](http://www.middlebury.edu/er), through the Quick Links Emergency option at the bottom of the home page, or by typing “go/er” in the Search box of the homepage.

The Department of Public Safety will respond to incidents, attempt to mitigate them and assess if they pose threats to the community. Public Safety will, also summon the necessary resources, including the police, fire department, and emergency medical services as needed. It will also investigate and document any situations that might cause significant emergencies or dangerous situations. Finally, regarding weather emergencies: Public Safety will confirm the information on NOAA or the weather station.

If there is a confirmed emergency, the Public Safety director (or her designee), or other senior Middlebury officials will, without delay, use the emergency notification system to alert the campus community. The nature of the incident will determine which of the following methods will be employed:

- MiddAlert (RAVE) and Middalert.net
- Middlebury College website
- Email lists to residents, dining, and/or departments
The notification will be sent to all students, faculty, and staff (or to an appropriate segment of the community if the event is limited to a defined part of campus) using the Middalert system. (The notification will not be sent if authorities determine that such notice might compromise assisting victims or in some other form hinder mitigating the emergency.) Typically the message will include the incident time, location, type, and recommended actions for safety.

Individuals authorized to initiate the Middalert system include the vice president for Student Affairs and dean of the College, vice president of Communications, vice president for Language Schools and schools abroad and graduate programs, and vice president for Academic Development, the director of Public Safety (or DPS supervisor), the director of Information Security and Infrastructure, and the director of Media Relations.

The Middalert system will be activated on a case-by-case basis. If a major emergency affects the main campus, a warning message will be issued using any of the systems available for emergency notification.

- Messages sent to middlebury.edu emails will have the following sender information: Rave Alert [middlebury@getrave.com]
- Messages sent to cell phones will come from 802-388-0409
- Text messages from Rave will display short, hyphenated numbers (such as 672-83). The text will begin “Middalert”
- Public Safety might also send notifications from the following address: publicsafety@middlebury.edu

Adding or Changing Cell Phone Emergency-Contact Information

To alert the college community of emergencies or potential emergencies, Public Safety may use the RAVE Emergency Notification System. This system uses the cell phone numbers entered into BannerWeb. To receive RAVE cell phone messages or text messages, you must list your cell phone number in Banner. To add your cell phone number, follow these steps:

Log into Banner Web: http://go.middlebury.edu/bw

Select “Personal Information”
Select “Update cell phone for emergency communications”

Then please review your personal information and be sure your emergency contacts are up to date. Also, so you can recognize the emails, phone calls, or texts from RAVE, add the numbers above to your phone’s contacts.

Middlebury College’s Emergency Web Alert System

The Emergency Web Alert System can rapidly disseminate emergency information to the college community and general public. Two distinct parts comprise the system.
1. During an emergency, authorized administrators can activate emergency notifications on the College’s primary website: http://www.middlebury.edu. These notifications may display information or redirect people to MiddAlert.net.

2. MiddAlert.net is a high-availability website, hosted by Google that authorized administrators can use to post current information about emergencies. MiddAlert.net isn’t dependent on the College’s IT infrastructure.

Note that ENS messages reference MiddAlert.net as the source for updates about emergencies. People may also choose to subscribe to the MiddAlert.net feed.

**Thorguard Lightning Warning System, Middlebury, VT**

A Thorguard Lightning Warning System has been installed at the College Golf Course, just south of the main athletic complex. The system operates from 7 AM until 8 PM every day.

If the system detects lightning within a two-mile radius, the warning horn at the golf course and Youngman Field will sound one blast and the lights will begin to flash and remain flashing at the following locations:

- **Golf course**, Golf Course Road and South Main Street
- **Youngman Field**, Golf Course Road and South Main Street
- **Dragone Track**, Porter Field Road
- **Baseball Diamond**, South Street
- **Athletic fields**, behind the athletic complex
- **Proctor Tennis Courts**, Hillcrest Road
- **Atwater Tennis Courts**, behind Sunderland and Atwater Dining.

When the threat of lightning has passed, the warning horn will sound three short blasts and the lights will stop flashing.

**Emergency Response**

**Middlebury College & Bread Loaf Campus**

Middlebury College has established two emergency teams consisting of staff members from various college departments and offices who are trained in emergency responses.

**Emergency Core Team**

Senior administrators comprise an **Emergency Core Team (ECT)**, which is responsible for campus-emergency management. The team handles all policy matters, including those decisions made during an emergency.

During emergencies, the core team reports to the president (or his designee) and:

- Focuses on the impact to the institution
• Helps implement policies
• Oversees and supports the Emergency Planning and Preparedness and Threat Assessment Teams
• Informs VIPs and the community through notifications and updates

The core team meets quarterly to review issues related to mission and protocol.

**Emergency Planning and Preparedness Team (EP&PT)**

Middlebury employees trained in emergency preparedness and response comprise the Emergency Planning and Preparedness Team. Reporting to the Emergency Core Team during an emergency, this team:

• Supports the incident commander
• Establishes the incident-command structure as appropriate for the incident
• Gathers, confirms, and evaluates incident information
• Develops strategies
• Identifies resource needs

The Emergency Planning and Preparedness Team meets quarterly and may include members of the Emergency Core Team and Threat Assessment teams in its meeting.

**Threat Assessment and Management Team (TAM):**

The Threat Assessment and Management Team (TAM) assesses risks and formulates responses in situations where an individual’s behaviors or statements could indicate a threat to the health or safety of others. TAM seeks to mitigate potential risks before they result in harm.

TAM meets monthly to discuss cases and implement action plans and follow-up strategies. Middlebury employees trained in behavioral-threat assessment and management comprise the team. TAM may assist and support the EP&PT when emergencies involve community members who may pose risks to others.

If you believe someone has committed, or may commit, a violent act; see someone engaging in behavior that could lead to potential violence; or see some other threat to the health or safety of the College community: call Public Safety at (802) 443-5911. You can also report incidents to your Commons dean or to anyone on the TAM team. Team members are listed on the Team’s website at: go/threatassessment

In case of an immediate emergency, call 911.

**Team Training**

The Emergency Core Team, the Emergency Planning and Preparedness Team, and the Threat Assessment Team participate in training and exercises. At minimum, all team members must complete the online course IS-100.HE, “Introduction to the Incident
Command System, ICS-100 for Higher Education.”
(http://training.fema.gov/EMIWeb/IS/IS100HE.asp)

For testing purposes, team members will enact critical incidents and emergencies. They'll employ tabletop exercises, functional exercises, and drills that test the utility of emergency operation planning, the team members’ preparedness, the team’s coordination with external entities, and team members’ knowledge, acquisition, and deployment of resources.

Team chairs will schedule training sessions, which occur at least once a year. Training will, when it’s practicable, include first responders and other external agencies to test the College's plans and their compatibility with local, regional, or state plans.

Middlebury at Mills College, Oakland, CA
Emergency Notification

Middlebury and Mills Colleges have emergency broadcast notification systems that communicate information via cell phones and email accounts. You will only receive this information if you have provided your contact information. These cell phone numbers will not appear in print or online directories. It is in your best interest to provide your cell phone number.

The ConnectEd emergency broadcast systems at Middlebury at Mills College will reach all users via text-enabled or voice-enabled devices: phones, mobile phones, pagers, wireless devices, SMS, and email accounts.

How Do I Provide My Cell Phone?

Log on to BannerWeb (go to http://go.middlebury.edu/bw and enter your User ID and PIN number) and select the Personal Information tab. You’ll find the option Update Cell Phone. Provide your number there. If you need to update this number later, you can enter the new number.

General Emergency and Evacuation Procedures:

Fire Evacuation

Familiarize yourself with your building’s evacuation procedures. Locate the nearest exit and fire extinguisher.

- If you smell smoke or detect a fire, activate the nearest alarm and call 911 from a safe location.
- Evacuate as soon as you hear the alarm.
- Before opening any door, use the back of your hand to test its temperature. Also check the doorknob's temperature. If either is hot, leave the door closed, stuff towels or clothes in the cracks, and open a window. Look for another exit.
If the door isn’t hot, open it slowly and be prepared to close it quickly if necessary.

In a smoke-filled area, keep low to the floor to avoid inhaling smoke.

If you see or smell smoke in a hall or stairway, use another exit.

Close doors as you leave.

Exit the building cautiously. Carry a towel or blanket to protect yourself from flames or smoke.

If the exit is blocked, return to your room; close the door, open a window and call for help.

If there’s a fire, don’t use any elevators.

Report to your emergency assembly point and check in with your resident advisor. Report anyone who might be missing.

**Armed Threat: an Active Shooter**

The U.S. Department of Homeland Security defines an active shooter as an individual actively engaged in killing or attempting to kill people in a confined and populated area; in most cases, the victims are chosen at random.

Because active-shooter situations are often over within 10 to 15 minutes, and before law enforcement arrives on the scene, individuals must be mentally and physically prepared to survive.

**Run, Hide, Fight**

**Run.** Be aware of the nearest exits in a building. You may be able to flee.

**Hide.** If you can’t safely evacuate, stay in your room or office, or enter a room or office, and secure the door. Stay away from windows and remain quiet.

**Fight.** As a last resort, and if you feel an attack is imminent, attempt to incapacitate the shooter. Be prepared and willing to fight.

**Call 9-1-1 when it’s safe to do so!**

*Run, Hide, Fight: Surviving an Active Shooter Event* is a Department of Homeland Security Grant Funded Project of the Regional Catastrophic Preparedness Initiative (October 2012), produced by the City of Houston Mayor’s Office of Public Safety and Homeland Security. Middlebury College uses it with permission for training purposes.

**Earthquake Preparedness**

Falling objects cause most injuries during earthquakes, so remove heavy objects from shelves above beds or desks and place them on lower shelves. Secure free-standing
cabinets, bookcases, and other tall furniture to the wall. If you can’t secure them, place them where they’re not likely to fall and cause injury. Desks, chairs, or beds should not be directly next to or under a window. If it’s impossible to avoid such an arrangement, sit and sleep with your head away from the windows. Keep plants and other free-swinging objects away from windows so they won’t break the windowpane.

At the first indication of an earthquake, move to a safe area (either under sturdy furniture, an interior door frame, or braced in an interior corner), away from shelves and windows, and keep faces and heads covered for protection from broken glass and falling debris. Remember to duck, cover, and hold.

If you’re inside, don’t rush outside, as there may be hazards from falling debris.

If you’re outdoors, stay there. If possible, move to an open area away from buildings, trees, overhead power lines, brick walls, and falling objects. Stay low to the ground and look for hazards that may require moving to a safer area.

If you’re in a car, pull over and stop in a safe area away from trees, power lines, bridges, overpasses, and buildings. Stay inside the car. If live wires should fall across the car, remain still until help arrives. Cars are usually well insulated and will provide protection against electricity.

Develop a personal emergency plan. Doing so will increase your personal safety if there’s an earthquake, provide necessary resources and training for handling an earthquake’s aftermath, and help put family and friends at ease. Keep on hand a flashlight, too, in case of power outages.

After an earthquake, local telephone lines and cellular service may have reduced capacity. Don’t make calls immediately after an emergency unless you’re in danger. That way, lines can remain available for emergency services.

To stay in contact with your relatives after an emergency, call an out-of-state friend or family member. Ask this person to call your relatives and friends and tell them you’re safe.

Campus Security and Access

Middlebury College campus

MiddCard
The MiddCard is an official form of identification at Middlebury College. Students must always carry their identification card. The card qualifies students for all the privileges afforded to College ID holders, allows students to identify themselves to College officials, and gives them access to residence halls controlled by the Enhanced Access System (EAS).

For more information, go to:
http://www.middlebury.edu/offices/health/publicsafety/MiddCard
Building Security
To control access to buildings, the Enhanced Access System uses access cards issued to authorized students, faculty, staff and guests. Those with cards present them to card readers, which then electronically unlock doors.

Individuals with access privileges will gain entry. If someone attempts to use an invalid card, or forces a door open, or tampers with the system components, an alarm will be activated at the Public Safety monitoring station, and a Public Safety officer will investigate. For a list of buildings with card access go to:
http://www.middlebury.edu/offices/health/publicsafety/MiddCard/accesslocations

Residential
There are emergency telephones at the main entrances of EAS-equipped residence halls. Use these phones to dial dorm or office extensions, or automatically connect to the Public Safety emergency line by pressing the red button.

Hours of operation: The EAS system at residential buildings is always operating and requires an authorized card. Exit doors are always locked, so people can’t enter through them, but people can always leave from any door at any time.

Academic
Academic facilities are open during normal business hours: 8:15 am to 5 pm, Monday through Friday. Some buildings and facilities also are open evenings and weekends to accommodate evening classes, research, or other special programming needs. Faculty and staff are responsible for securing the private offices and storage areas. Public Safety watches over some departments that remain open late or keep unusual hours. Public Safety officers, night watchmen, and those in charge of buildings share the charge of keeping college buildings secure. Public Safety officers routinely check buildings during their patrols.

After-Hours Access for Students
If students need additional access for work or programming to EAS-controlled locations, they can fill out After-Hours/Special-Access form, submitting it to departments or faculty representatives supervising the space or program. Individual departments and Public Safety should keep electronic copies on file.

Computer Labs
The computer lab in Sunderland is EAS equipped. Generally, labs will be unlocked during the business day. After business hours and on weekends, only those with access privileges will be able to use the labs. To enter, you must present the reader with a valid access card.

Temporary-Access Cards
Vendors, guests of the Middlebury, and students auditing classes may need to enter access-controlled buildings. For those whom responsible departments have granted authorization, Public Safety has temporary-access cards available for sign out on an as-needed basis. Departments should contact Public Safety for more information. Note that personal guests of students, faculty, or staff are not eligible for temporary-access cards.
Magnetic-Stripe Building Access
To access a few buildings, you must use the magnetic stripe on your ID card, swiping it through a credit-card-style reader. McCardell Bicentennial Hall uses this system. Facilities Services maintains the other magnetic-stripe readers.

Access Problems and Questions
If you can’t access a building and feel unsafe, please contact Public Safety immediately.

For more information, please see the FAQ at http://www.middlebury.edu/offices/health/publicsafety/MiddCard/FAQ

Tampering with any component of EAS may result in a fine or disciplinary action.

Propping open a door breaches the residential security system. This breach will activate both a local alarm and one at Public Safety’s monitoring station.

Residential Room Keys
At the start of housing assignments, the Commons and Student Life issue room keys. Public Safety assists late-arriving students. To find your housing-assignment start date, check your Banner Web Housing. Residence-hall regulations and specific key information can be found online in the College handbook.

Students, faculty, and staff must immediately report lost or stolen keys to Public Safety.

If you have questions about a loaner key or a key billed to your student account, please email keyadmin@middlebury.edu.

Residential-Room Pin Codes
Students residing in pin-code rooms can find out their pin code information on Banner Web. The pin codes will become active at 9 am on the start of your housing assignment. If you need to replace the pin code, contact your housing coordinator. If you cannot find the pin code on banner web, contact your housing coordinator and the Library Information Services Help Desk.

Bread Loaf campus, Ripton, VT

Bread Loaf ID cards
The Bread Loaf office will issue permanent Middlebury ID cards to new students and those not attending in Vermont for the past five years. The ID card is required to check out books at the Davison Library and to use facilities on the main Middlebury campus (the College libraries, the fitness center, and other athletic facilities). The Middlebury ID number is needed to access Middlebury computer systems. **Students should keep their ID cards for subsequent summers.** A lost ID card can be replaced, for a fee, at: www.middlebury.edu/offices/health/publicsafety/forms/ID_Photos/breadloaf_cards

Building Security
Bread Loaf buildings are not open to the public. All buildings have a security system and those in attendance receive the combination to the keypad lock on their dorm. Outside doors need to be closed and secured at all times. Students must check in at the front desk for the code and at that point can also request a room key.
Dorm rooms can be locked from the inside. Room keys are available upon request from the front desk: roommates must show up together in order to receive keys. Though theft is rare at Bread Loaf, it has occurred, and Bread Loaf does not assume responsibility for stolen personal items. There will be a charge of $25 for lost keys.

The Barn on the Bread Loaf campus serves as a place for social gatherings after class hours, when it is not in use for school functions.

**Library**

The Bread Loaf Davison Memorial Library has a small, but no longer updated, collection of primary and secondary materials. For the library hours, contact the front desk at the inn.

The main Middlebury College library—the Davis Family Library—is in the middle of the Middlebury College campus, on the edge of Route 30, and is open from 7:30 am–midnight on week nights and 9 am–11 pm on the weekends throughout the summer.

**Computer Resources**

The “Apple Cellar” is a well-equipped computer center on the ground floor of the Davison Library. It provides PC and Mac machines and staff support.

Wireless connections are available throughout the campus, in almost all dormitories and public spaces. The Computer Center, Inn lobby, and library also have Ethernet ports.

**Middlebury at Mills College, Oakland, CA**

**Keys and ID Cards with Electronic Access**

Either the Arrival Center or the Housing Management and Dining Services (HMDS) in Sage Hall, Room 138 will issue dorm-room keys and ID cards for electronic access to buildings. If you fail to return your key to HMDS at the end of the session, you’ll be charged $100. ID cards don’t need to be returned, but HMDS will charge $20 to replace keys that need to be reissued (whether due to loss or damage).

**Building Access and Keys**

The College is beginning to install electronic card readers to exterior doors. Residence halls and all newly constructed buildings will be equipped first. Authorization for this access will be the same as for traditional keys. Your College ID card will be programmed for access to the buildings after you receive your authorization as described above. The HMDS/DPS office in Sage Hall will program your card for this access.

The card system secures the majority of Middlebury at Mills residence halls and computing facilities. Students, faculty, and staff will need to carry their access identification card with them at all times. Residence halls are not open to the public, but the College community may access them. Students, faculty and staff are issued keys to their rooms and should keep their doors and windows locked when going to sleep or when leaving the room.
All students are issued an access identification card that allows them to gain access to buildings that have been designated as part of the Language Schools program, including dining areas and laundry facilities. The Enhanced Access System (EAS) is monitored 24 hours a day and 7 days a week by the Department of Public Safety (DPS). The system will display alarms when a door is propped open, the components are tampered with, forced entry occurs, and if unauthorized people attempt to gain access with an invalid access card. When an alarm is displayed at Public Safety, the telecommunicator will acknowledge the alarm and dispatch an officer to investigate. Public Safety officers patrol campus regularly. Students, faculty, and staff should report all unauthorized persons and suspicious activities to the DPS.

**Pedestrian Gate Access**
Only Mills students, staff and faculty may use the Seminary gate. Students may pick up a key at HMDS. Deposit is required

**Safe Rides**
Public Safety can provide escort service on campus after dark. Call (510) 430-5555 (x5555 from campus phones) to request an officer to assist you.

**Crime Statistics**

**Definitions of Crime Statistics**

The Department of Public Safety is the centralized reporting authority for Middlebury College. All members of the Middlebury College community are encouraged to report criminal incidents and other emergencies promptly to the Department of Public Safety. The Dean of the College Office can assist students in reporting serious incidents. The Human Resources Office (x5465), located in the Service Building, can assist employees.

The Department of Public Safety collects statistical information from Middlebury College Campus Security Authorities, from Mills College Public Safety Department, from the Middlebury Police Department and from the Vermont State Police for the annual report. The Middlebury Police Department and the Vermont State Police provides the Department of Public Safety with statistical information regarding crimes occurring on all public and privately held properties adjacent or contiguous to the main campus in Middlebury and the Bread Loaf campus in Ripton as defined by federal law.

In an effort to provide members of the campus community with information about campus crime and crime-related problems, the Middlebury College Department of Public Safety, in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act and the Violence Against Women Reauthorization Act of 2013, provides information on crime statistics.

Middlebury College reports crimes using the definitions and guidelines as described in the Federal Bureau of Investigation's Uniform Crime Reporting program. The Middlebury College Department of Public Safety is required to report as hate crimes any occurrence of
criminal homicide, sex offense, robbery, aggravated assault, burglary, motor vehicle theft, arson or any other crime involving bodily injury to law enforcement or a campus security authority that manifests evidence that the victim was intentionally selected because of the victim's actual or perceived race, gender, religion, national origin, sexual orientation, gender identity, ethnicity, or disability.

Officials of the College with "significant responsibility for students and campus activities" are campus security authorizes and are required by federal law to notify the Department of Public Safety of crimes that are defined under the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act. The Department of Public Safety actively seeks out reports from such officials as athletic coaches, advisors, etc.

The following are the crimes and crime definitions as mandated by the Clery Act:

**Criminal Homicide/ Murder and Non-negligent Manslaughter** - the willful (non-negligent) killing of one human being by another.

**Criminal Homicide/Manslaughter by Negligence** - The killing of another person through gross negligence.

**Sex Offenses—Forcible** is defined as any sexual act directed against another person, forcibly and/or against that person's will; or not forcibly or against the person’s will where the victim is incapable of giving consent. This includes forcible rape, forcible sodomy, sexual assault with an object, and forcible fondling.

**Forcible Rape** is the carnal knowledge of a person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent because of his/her temporary or permanent mental or physical incapacity (or because of his/her youth). This offense includes the forcible rape of both males and females.

**Forcible Sodomy** is oral or anal sexual intercourse with another person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.

**Sexual Assault With an Object** is the use of an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another person, forcibly and/or against that person’s will; or not forcibly or against the person’s will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity. An object or instrument is anything used by the offender other than the offender’s genitalia. Examples are a finger, bottle, handgun, stick, etc.

**Forcible Fondling** is the touching of the private body parts of another person for the purpose of sexual gratification, forcibly and/or against that person’s will; or, not forcibly or against the person’s will where the victim is incapable of giving consent.
because of his/her youth or because of his/her temporary or permanent mental incapacity.

Non Forcible Sex Offenses - Unlawful, non-forcible sexual intercourse. This includes incest and statutory rape.

Incest is non-forcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.

Statutory Rape is non-forcible sexual intercourse with a person who is under the 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 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. (It is not necessary that injury result from an aggravated assault with a gun, knife, or other weapon is used which could and probably would result in serious personal injury if the crime were successfully completed.)

Burglary - The unlawful entry of a structure to commit a felony or a theft. For reporting purposes this definition includes: unlawful entry with intent to commit a larceny or felony; breaking and entering with intent to commit a larceny; housebreaking; safecracking; and all attempts to commit any of the aforementioned.

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

Motor Vehicle Theft - The theft or attempted theft of a motor vehicle (automobile, truck, bus, motorcycle, motor scooters, snowmobiles, etc.) Includes all cases where motor vehicles are taken by persons not having lawful access even though the vehicles are later abandoned, including joyriding.

Hate Crimes - Specific crimes are identifiable as hate crime, including murder, manslaughter, robbery, aggravated assault, burglary, motor vehicle theft, arson, forcible and non-forcible sex offenses, that manifests evidence that the victim was intentionally selected because of the victim's actual or perceived race, gender, religion, national origin, sexual orientation, gender identity, ethnicity, or disability of the victim.

Bias-Motivated Incident - Incidents that are not categorized into one of the listed criminal offenses but may include cases of written or verbal harassment, intimidation, destruction, damage or vandalism of property or graffiti in which the victim is intentionally selected because of actual or perceived race, gender, religion, national origin, sexual orientation, gender identity, ethnicity, or disability of the victim. Any student, faculty member or
employee who is the victim of a bias-motivated incident or hate crime is encouraged to file a report immediately.

Timely response to these incidents is crucial. Failure to report allows the incidents to remain hidden and may even allow them to escalate. The College takes all reports seriously and will thoroughly investigate every incident and work with local law enforcement agencies whenever necessary. Reports can be filed with the Department of Public Safety, Dean of the College, Human Resources, Dean of Faculty, or the Human Relations Officer.

**Domestic violence** - means a “felony or misdemeanor crime of violence committed by—a current or former spouse or intimate partner of the victim, a person with whom the victim shares a child in common, a person who is cohabitating with or has cohabited with the victim as a spouse or intimate partner, a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving grant monies [under VAWA], or 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.”

**Dating violence** - means “violence committed by a person— who is or has been in a social relationship of a romantic or intimate nature with the victim; and where the existence of such a relationship shall be determined based on a consideration of the following factors: the length of the relationship; the type of relationship; and the frequency of interaction between the persons involved in the relationship.”

**Stalking** - means “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.”
## Middlebury College Campus

<table>
<thead>
<tr>
<th>Type of Offense</th>
<th>On Campus</th>
<th>Residential Facility</th>
<th>Non-campus Building/Property</th>
<th>Public Property</th>
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* Vermont decriminalized possession of small amounts of marijuana in the summer of 2013

Hate Crimes - Middlebury College Campus

2011: No hate crimes reported.
2012: One (1) on-campus intimidation incident characterized by ethnicity/national origin bias.
2013: Two (2) on-campus intimidation incidents characterized by sexual orientation bias.
**Bread Loaf campus**

(Crime Statistics are collected for the entire year. The Bread Loaf campus hosts the Bread Loaf School of English in the summer and is the location of winter sports for the undergraduate College.)

<table>
<thead>
<tr>
<th>Type of Offense</th>
<th>On Campus</th>
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<th>Non-campus Building/Property</th>
<th>Public Property</th>
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Forcible Sex Offense

- 2011: 0
- 2012: 0
- 2013: 0

Non Forcible Sex Offense

- 2011: 0
- 2012: 0
- 2013: 0

Aggravated Assault

- 2011: 0
- 2012: 0
- 2013: 0

Domestic Violence

- 2011: N/A
- 2012: N/A
- 2013: 0

Dating Violence

- 2011: N/A
- 2012: N/A
- 2013: 0

Stalking

- 2011: N/A
- 2012: N/A
- 2013: 0

Arrests – Bread Loaf Campus
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### Hate Crimes - Bread Loaf Campus

2011 - No hate crimes reported in 2011.
2012 - No hate crimes reported in 2012.
2013 - No hate crimes reported in 2013.
Middlebury at Mills College campus, Oakland, CA

June – August statistics

Middlebury College contracts space and services at Mills College between June – August each summer for Language School programs. The crime statistics for Mills College are collected for the June and August time frame for each year and area listed below.

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<th>Residential Facility</th>
<th>Non-campus Building/Property</th>
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**Arrests – Middlebury at Mills College, Oakland, CA**

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**Referred for Disciplinary Action – Middlebury at Mills College, Oakland, CA**

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**Illegal Weapons Possession**

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**Hate Crimes - Middlebury at Mills College campus, Oakland, CA**

2011 – No hate crimes reported in 2011.
2012 – No hate crimes reported in 2012.
2013 - No hate crimes reported in 2013.

**Crime Prevention**

**Personal Safety**

Our campus and programs are located in Middlebury and Bread Loaf which are relatively safe locations and the Middlebury at Mills campus is in Oakland. The Oakland campus has a monitored entrance/exit to provide more security. In any community there can be crime.

Here’s how you can do your part:

- Be aware of your vulnerability; follow the measures of self-protection and property protection this booklet outlines.
- Be alert for suspicious or criminal activity and for conditions that may represent hazards to the community.
- Get involved by becoming more security conscious and by reporting all incidents of suspicious or criminal activity, no matter how insignificant they may appear, immediately to Public Safety.
- Remember that unreported crimes cannot be solved. This allows the perpetrators to commit additional, and possibly more serious, crimes.

**Walking or Running Safety**

- Avoid traveling alone at night. Instead, travel in pairs. At Middlebury call for MiddRides. At Middlebury at Mills, call the Public Safety at (510) 430-2124.
- Avoid dark, vacant, or deserted areas; use well-lit, regularly traveled pathways. Avoid short cuts and keep away from shrubbery, bushes, alleyways, or other areas where an assailant could lurk.
- Runners, walkers, or joggers should face traffic. If you’re out after dark, use extra precautions: stay in pairs, travel well-lit areas, and wear reflective clothing or tape.
• Dress in clothes and shoes that don’t hamper your movement.
• Dress sensibly. Don’t flaunt expensive jewelry or carry large amounts of cash.
• Always let someone know where you’re going and when you’ll return.
• Be alert and aware of your surroundings at all times. Walk purposefully and confidently. Keep moving.
• Don’t hitchhike or accept rides from casual acquaintances.
• When walking to your residence or vehicle, keep your keys in hand.
• When a private vehicle or taxi drops you off at your residence, ask the driver to wait until you get inside.
• If you’re threatened by an approaching vehicle, run in the opposite direction. The vehicle will have to turn around to follow you.
• If you think you’re being followed or feel threatened: increase your pace and move away from the threat; join any group of people nearby; cross the street, and, if necessary, keep crossing back and forth. If someone pursues you, run to a business, residence, or well-lit area. Call for help, scream, or raise a commotion. Enlist the aid of a passerby. Find a phone and dial 911 or pull a fire alarm. Do anything that will attract attention or summon assistance. If you’re walking alone and someone passes you, check to make sure that person is continuing to walk in the other direction.
• If you’re confronted by an assailant, yell and struggle. Keep your head and assess the situation.

Residence Halls and Private Residences

• Lock your room door and windows when you go to sleep or when you leave, even if only briefly; take your keys with you.
• Immediately report defective locks on your windows and doors to Facilities Services or Public Safety.
• Don’t put your name and address on key rings. Don’t attach your keys to your ID card.
• Don’t keep your residence and your vehicle keys on the same ring.
• If you lose your residence keys, the locks will be changed. On-campus residents should immediately notify the Department of Public Safety. Faculty with college rentals should notify Facilities Services for lock changes.
• Don’t study in poorly lit, secluded areas.
• Require visitors to identify themselves before you open your door. Request official identification from all repair or service personnel.
• Get to know your neighbors so you can help one another.
• If you discover someone has entered your room, DON’T GO IN. Go to a neighbor and call Public Safety (for College housing) or the town police (for private residences). If you’re already inside, DON’T TOUCH ANYTHING. You may disturb evidence important to a police investigation.
• If you’re awakened by an intruder, don’t try to apprehend him. He may be armed or may easily arm himself with something in your room. Attempt to get out of the room if it’s possible.

• If you see a suspicious person or vehicle, either on campus or in your neighborhood, IMMEDIATELY contact Public Safety or the town police. Try to get the license plate number, state, and description of the vehicle, but don’t chase the car to do so.

• Don’t prop open doors to residence halls or other College buildings.

• People outside the College community are prohibited from soliciting in residence halls. If you see an outside solicitor in the dorms, immediately report this to Public Safety.

• Don’t yell or attempt to detain peeping toms, who may panic and react unpredictably. If the offender runs away, and you can safely observe this person, watch to see if this person gets into a car, goes to another dorm, etc. Also observe the person’s physical bearing. Then immediately report the incident by calling x5911.

• Hang up on obscene, harassing, or annoying phone calls. Don’t respond to harassing text messages, nor try to find out who the caller is even if you think it’s a friend playing a joke. Keep the message or text and then report its contents to Public Safety. This will be useful to the Public Safety officer or the police, if there is a police report.

Use of Athletic Facilities

• Avoid using the athletic facilities alone, especially after dark or during off hours.

• Use the buddy system. Work out with a friend, and go to and from the gym together.

• Confine your running and jogging to the daylight hours and to well-traveled areas. If jogging on the roads, wear bright colored clothes.

• Avoid showering alone in the locker room. Or shower back at your residence.

• Avoid bringing cash, wallets, watches, or other valuables to the athletic facilities. Don’t leave valuables unattended or in coat rack areas.

• Keep your locker locked whenever unattended. This includes those times you leave to shower, visit the trainer, the equipment room, etc. Most thefts at the athletic facilities stem from unlocked lockers or property left unsecured in the locker-room area.

In the women’s locker room

• If there’s another woman in the locker room, ask her to wait for you, so you’ll not be showering alone. If you’re with a male companion, ask him to wait for you outside the locker room.

• Immediately report all incidents of voyeurism to Public Safety.

• If you encounter a male intruder:

        Call loudly for help. Your call for assistance should carry into the hallway.
Keep out of the intruder's way, and don't attempt to prevent him from leaving.

Try to exit the locker room quickly.

Observe the intruder so you can later describe him.

Immediately notify Public Safety by using an emergency phone to dial 911.

Safety While Driving

- Immediately report all suspicious people or vehicles around parking areas to Public Safety.
- When you park, keep your vehicle locked and the windows rolled up.
- Have your key ready when you approach your car. Check inside and under your car to make sure no one is hiding in either place.
- Never leave your vehicle unattended with the engine running.
- Choose to park in well-lit lots, preferably in heavily traveled areas.
- Lock all packages, luggage, and valuables in the trunk or out of sight.
- Keep spare keys in your wallet or purse, not inside the vehicle.
- If your car breaks down, open the hood and then stay locked inside the vehicle. If someone stops to help, don't open your window or door, but ask that this person call for assistance.
- If you're unfamiliar with the location you're heading to, ask someone for specific directions before you leave.
- If you get lost, don't pull over until you find a well-lit public area where you can ask for directions.
- If you suspect you're being followed, drive to a well-lit public area and call the police.
- If someone with a weapon confronts you, wanting your vehicle, give the car up. It's not worth potentially being injured or losing your life over it.

Protection of Property

Most crimes committed on College campuses involve the theft of personal property. Larcenies are crimes of opportunity and occur primarily when property is left in unlocked or unattended areas.

Residential locations

- Avoid bringing large amounts of cash or valuables to campus or your residence.
- Keep valuables items out of sight. If you must keep cash or valuables in your room, don't store them in obvious hiding places like desks or dressers.
- Never lend out the key to your room or residence.
- If you live in a dormitory, take your room key to the shower with you. Don't leave it in your robe or clothing, where someone going through your pockets could find it.
• When leaving your vehicle at a service station or parking garage, leave only the ignition key.
• When leaving for vacation, store stereos and televisions out of sight, and during summer recess, don’t leave valuables in student storage areas. These areas aren’t secure and the College isn’t responsible for the property loss. Public Safety does have a secure storage area.
• Check with your family insurance agent to determine if your property is covered under your parents’ homeowner’s insurance. If not, consider purchasing your own insurance.

Internet Safety

What is Internet fraud?

Generally, it’s any fraud scheme that uses one or more components of the Internet—including chat rooms, email, message boards or websites—to present fraudulent solicitations, to conduct fraudulent transactions, or to transmit the proceeds of fraud to either financial institutions or others involved in the scheme.

What are the major types of Internet fraud?

• Auctions and retail schemes; online auctions are the primary avenue for internet fraud
• Business-opportunity or work-at-home schemes
• Identity theft and fraud
• Investment schemes
• Credit card offers
• Credit repair
• Vacation prize promotions
• Nigerian money offers: someone claiming to be a Nigerian official promises big profits in exchange for help moving large sums of money out of Nigeria
• Advance-fee loans
• Internet-access services
• Health and diet scams
• Free goods, such as long-distance phone cards, computers, electronics, etc.
• Cable-descrambler kits

Filing complaints about Internet fraud

You can file complaints about specific types of fraud with the following agencies:

Commodities Fraud: Commodity Futures Trading Commission (CFTC)
Securities Fraud: SEC Enforcement Division Complaint Center or your state securities regulators
If you think you’ve been the victim of an Internet fraud scheme, you can also file a complaint online with the Internet Fraud Complaint Center, a joint project of the FBI and the National White Collar Crime Center.

Further Information may be located at these government websites:

- U.S. Department of Justice
- Internet Fraud Complaint Center
- Federal Deposit Insurance Corporation
- Securities and Exchange Commission

And at these nongovernmental websites:

- Better Business Bureau
- Internet Fraud Watch
- Internet ScamBusters
- National Cyber Security Alliance

**Bicycle Security**

- Register your bike with Public Safety.
- Retain the original purchase documentation, including the serial number.
- Always lock your bike. Optimally, bikes should be locked around the frame and through both wheels, as well as secured to a bike rack.
- Do not lock your bike to a tree, bench, or handrail.
- Invest in a strong bicycle lock or strong padlock and chain. Chains should be case-hardened steel with links at least 5/8 inch in diameter.
- Whenever possible, keep your bicycle inside. Most residence halls have designated bike rooms.
- If you leave your bicycle outside, keep it in a well-lit and heavily traveled location.
- Find out if your parents’ insurance policy covers your bicycle. If not, consider insuring it.
- DPS or FS will remove bicycles locked to handrails or in walkways and will fine the bike owners.

**Bicycling Safety**

- Ride responsibly and always wear a helmet. Don’t weave or change lane positions. Always leave at least 3 feet between yourself and obstacles such as parked cars or poorly maintained shoulders.
- Make sure your bicycle brakes are in working order.
- Vermont state law requires a white front light and rear red light for night riding. Also, wear bright, reflective clothing, which will increase your visibility and help reduce conflicts.
California state law [CVC §21201](https://www.ca.gov) requires lights and reflectors at night. During darkness bicyclist must have the following equipment. (Front lamp emitting a white light visible from a distance of 300 feet, a rear reflector visible from a distance of 500 feet, a white or yellow reflector on each pedal or on the bicyclist shoes or ankles visible from a distance of 200 feet. A brake which will enable to operator to make a one brake wheel stop on dry, level, clean pavement.)

- Always ride with the flow of traffic, on the road’s right-hand side. Ride on roads and not sidewalks whenever possible. Remember, bicyclists aren’t permitted to ride on sidewalks in Middlebury’s downtown.
- Don’t ride the wrong way on a one-way street.
- Obey all traffic laws and always use hand signals when turning.
- Pay attention to your surroundings: keep alert, don’t wear headphones, and warn pedestrians or fellow riders when you’re passing them. Also warn vehicle drivers if their driving places you in danger.
- Take extra care when passing parking lot exits or biking through a parking lot.
- Walk bicycles across crosswalks to avoid bicycle/vehicle collisions.

**Middlebury College, Middlebury, VT**

**Safe Rides: (802) 443-5133**

If you’re concerned for your safety, Public Safety officers on patrol will provide safety escorts to and from on-campus locations during the hours of darkness.

**Midd Rides: (802) 443-7433**

Midd Rides is an evening transportation service on and around campus available to Middlebury College community members. Midd Rides operates during the Fall term, J term and Spring term. It does not operate during Summer term, nor college breaks.

**Mobility Escorts: (802) 443-5133**

Public safety will give escorts to students with mobility or vision impairments and/or students with medical conditions that restrict driving or walking around campus.

**Medical Transports**

In the case of illness or injury, Public Safety provides non-emergency transportation to the Parton Health Center in Centeno House, 136 South Main Street during its business hours, and to Porter Hospital after hours. Students exhibiting signs of illness may be required to wear a mask and to sanitize hands before transport.

The Middlebury Volunteer Ambulance Association (MVAA) provides emergency transportation.
To arrange non-emergency medical transport to the Health Center or Porter Hospital, please call x5133. If it's an emergency, dial 911. If you reside off campus and need emergency medical assistance, call 911.

Students must find their own transportation to medical appointments and to pick up prescriptions at off-campus locations.

**Bread Loaf, Ripton, VT**

For assistance with on-campus escorts, contact the Bread Loaf front desk at the inn.

**Middlebury at Mills College, Oakland, CA**

**Safe Rides**

Contact the Mills College Department of Public Safety (DPS): (510) 430-2124.

**Notification of Missing Students**

**Middlebury College & Bread Loaf Campus**

If a Middlebury College student is missing from Middlebury College or the Bread Loaf campus, immediately report the missing student to the Department of Public Safety: (802) 443-5911. The Department of Public Safety will immediately try to locate the student and notify the police no later than 24 hours from the time of the initial report. In some circumstances—for example, a reported kidnapping or a missing child—Public Safety will notify the police immediately. If a student younger than 18 is missing, the College will notify the student’s parents or guardians as soon as practical and no later than 24 hours from the initial report.

Students attending Middlebury College, the Bread Loaf School of English, or the Language Schools at Mills College may designate a confidential contact person in the event they go missing. The College has a form on BannerWeb (the student self-service) that allows students to register this contact. BannerWeb maintains the contact person’s information in a confidential area, separate from the student’s emergency contact information. If a student is missing, authorized campus officials and law enforcement officers will have access to this designated contact and will communicate with the person no later than 24 hours from the initial report.

**Middlebury at Mills campus**

If a student is missing from the Middlebury at Mills summer Language Schools program, immediately report this to the Mills College Department of Public Safety: (510) 430-5555.
Response to Sexual Violence, Dating Violence, Domestic Violence and Stalking

Middlebury College Campus, Bread Loaf Campus & Middlebury at Mills

Sexual assault, domestic violence, dating violence, and stalking are prohibited under Middlebury College's Policy Against Sexual Misconduct, Domestic Violence, Dating Violence and Stalking. They are also crimes as defined by Vermont and other states in which Middlebury operates its programs. Middlebury expects all community members to do their part to prevent and address violence. Middlebury is also committed to providing support and avenues of redress as appropriate to survivors affected by sexual and relationship violence.

The full text of Middlebury's Policy Against Sexual Misconduct, Domestic Violence, Dating Violence and Stalking is available at [http://www.middlebury.edu/about/handbook/misc/sexual_misconduct_dv_stalking](http://www.middlebury.edu/about/handbook/misc/sexual_misconduct_dv_stalking)

Educational Programs to Promote the Awareness of Rape, Acquaintance Rape, Domestic Violence, Dating Violence, Sexual Assault, and Stalking

Pre-matriculation Education

Beginning in the Fall of 2014, all new undergraduate college students are required to complete two online courses prior to their arrival on campus:

1. Campus Clarity’s “Think About It” course which covers alcohol and drug abuse as well as sexual violence prevention, response, bystander intervention training, information on risk reduction and recognizing the warning signs of abusive behavior and how to avoid potential attacks. This evidence-based course provides campus administrators with data to target, evaluate, and strengthen prevention initiatives for new students. Students are able to return to the course at any time to review material, learn about resources, or access follow up modules and materials. The course also includes Middlebury's policy and procedures for addressing sexual misconduct, domestic violence, dating violence, and stalking, which includes a statement that Middlebury prohibits these behaviors, definitions of domestic violence, dating violence, sexual assault, stalking and consent (in reference to sexual activity) in the applicable jurisdiction, (which includes reference to the preponderance of the evidence standard). It also includes, among other topics, Middlebury's Alcohol and Drug Policy, including Middlebury’s Good Samaritan policy.

2. United Educators’ “Show Some Respect” (harassment) course.

Living Well at Middlebury – Mandatory MiddView Orientation session for all new students

- Content includes but is not limited to identifying dimensions of health and wellness, identifying the office of health and wellness education as a resource, risk reduction
around alcohol and other substances, and the introduction of an ecological model of health promotion.

Bystander Intervention Training – Mandatory MiddView Orientation for all new students

- Building on content from Living Well at Middlebury, specific content on bystander intervention including, but not limited to, identifying reasons why some people intervene and barriers for intervention, strategies for intervention, the language of intervention, connections to community standards and the institution’s mission, identifying the Title IX Coordinator and designees, reporting procedures, review of campus and community resources including confidential resources, how and where to locate related campus policies, defining terms, and other appropriate resources.

Bystander Intervention Training – Mandatory sessions for Residence life and optional sessions for MiddView Trip Leaders

- Specific content on bystander intervention including, but not limited to, identifying reasons why some people intervene and barriers for intervention, strategies for intervention, the language of intervention, connections to community standards and the institution’s mission, identifying the Title IX Coordinator and designees, reporting procedures, review of campus and community resources including confidential resources, how and where to locate related campus policies, defining terms, and other appropriate resources.

Bystander Intervention Training – Non-mandatory options

- Classes, teams, and clubs can opt at any time to bring in bystander workshops. Additionally, in January 2015, day long bystander intensives will be offered for students.

Other Education Programs

Live trainings regarding sexual violence prevention and response are provided to Language Schools and Bread Loaf School of English students, faculty, and staff on the Middlebury campus. The Language Schools students, faculty and staff at Mills College also receive this training. The Campus Clarity online training referenced above (or a similar version for graduate students) is planned for all incoming Language Schools and Bread Loaf students when their programs commence in June of 2015.

Live trainings regarding sexual violence prevention and response are provided to incoming faculty, faculty chairs, and other selected faculty and staff, including residential life staff (e.g., CRAs, RAs, CAs, FYCs, Deans, Athletics Department coaches and staff, and Teaching Assistants). In addition, during the 2014-15 academic year, all existing Middlebury undergraduate faculty will receive similar live training. Further, all faculty and staff will be expected to participate in an online sexual violence prevention and response training titled Eliminate Campus Sexual Violence (provided by LawRoom) during the 2014-15 academic year. This online training includes sexual violence prevention and response content such as information about sex discrimination and sexual violence (e.g., scope of the problem, state
law criminal definitions, legal protections), how to identify sexual misconduct (Title IX prohibitions, sexual misconduct information and definitions, acquaintance assault), other offenses and victim protections (domestic and dating violence, stalking and cyberstalking, recognizing abusive relationships, victim protections and resources, signs of sexual violence, real case reviews), reporting and assistance for victims, preventing sexual misconduct (campus culture, rape myths and victim blaming, bystander intervention strategies) and information regarding Middlebury’s sexual violence policies and procedures.

Middlebury also has ongoing prevention and awareness campaigns including open workshops, evening discussions and workshops in residence halls, by-request programming in classrooms and with athletic teams, and the observation of national awareness days (e.g. Sexual Assault Awareness Month in April).

**Middlebury College’s Sexual Assault Oversight Committee**

In response to the recommendations from the 2005 Sexual Assault Working Group, and the 2007-08 Task Force on the Status of Women, in 2008 Middlebury created the Sexual Assault Oversight Committee (SAOC). The SAOC is comprised of approximately fifteen members including four to five students and a student co-chair. Faculty and staff on the committee represent departments including, but not limited to, academics, athletics, policy, compliance, education and prevention, health services and counseling, residential life, and non-undergraduate programs. All SAOC meetings are open to the campus community as are subcommittees and working groups. The SAOC maintains a website that includes information for students of all gender identities and sexual orientations who may be survivors of sexual assault, stalking, dating violence, domestic violence, or harassment, and for the friends and allies who support them. The web site also includes information for students who have been accused of sexual assault, or who are seeking clarity on how to avoid committing sexual assault.

The website can be located at [http://www.middlebury.edu/offices/health/saoc](http://www.middlebury.edu/offices/health/saoc) Meeting information, working groups, and current projects can also be found on the website.

The Sexual Assault Oversight Committee also curates the Sexual Assault Awareness Month (SAAM) calendar. The 2014 SAAM calendar can be found at [http://www.middlebury.edu/media/view/475742/original/saam_calendar_of_events_april_2014_11x17_4.18.14.pdf](http://www.middlebury.edu/media/view/475742/original/saam_calendar_of_events_april_2014_11x17_4.18.14.pdf)

**MiddSafe: Middlebury Safe and Confidential Advocates**

MiddSafe advocates are Middlebury College students, faculty, and staff committed to providing a safe and confidential resource for our peers in need of support and information around sexual assault, stalking, dating violence, domestic violence, and other personal violations. The group’s goal is to function as a non-judgmental, compassionate, and effective resource for individuals in emergency and non-crisis situations. Advocates provide a menu of options to guide students towards medical, legal, and emotional resources on local, state, and national levels. MiddSafe advocates offer the following advocacy services:
- Hotline operated by volunteer student advocates 24 hours a day, 7 days a week, excluding undergraduate academic breaks on the Vermont campus.
- Faculty and staff advocates available during their regular office hours to serve in their confidential advocate capacity.
- All advocates can provide referrals to on- and off-campus services to offer support and advocacy (e.g. appointments at Parton Health and Wellness Center or Porter hospital, meetings with deans, professors, Public Safety, the Judicial Affairs Officer, and making contact with Counseling Services of Addison County or Middlebury Police Department)
- All advocates have received training to support individuals engaged in the campus judicial process, should someone choose an advocate as their designated support person.

In addition to their advocacy work with individuals, MiddSafe also offers education programming in the form of awareness events, interactive workshops, and participates in new student orientation.

How to Be an Active Bystander Middlebury College Campus, Bread Loaf Campus & Middlebury at Mills.

The best way to prevent sexual and relationship violence is to commit to the following values:

- Violence is not tolerated on campus, and;
- Everyone should do their part to prevent it.

Everyone must commit to engaging in moments of action, no matter how small. Every moment of action counts when we are working to prevent violence.

Moments of action occur when we notice the potential for violence. We might see someone intentionally trying to get someone else intoxicated, isolating someone at a party. We could recognize power differences like age, or sense that someone seems fearful. When we notice these cues, we must act because even the smallest actions can prevent violence.

We can engage in three types of action:

**Direct:** Directly talk to someone or intervene in a situation. You might ask a friend who's been hard to reach if everything is OK. Or you might take an intoxicated friend back to their residence hall. Direct action means following up with a student, coworker, or supervisor who you worry is in an unhealthy relationship.

**Delegate:** Get others involved. Delegating action when there’s danger, or when someone else can act, is often safest. You might call Public Safety or 911 for help, or ask someone to assist you in finding a ride for a friend, or suggest to a party’s host that she ask someone to leave. You might express your concerns over a matter to a student’s adviser, Dean, or coach.
**Distract:** Interrupt the precursors to violence so harmful situations can’t occur. You might spill a drink, sing loudly, or tell someone their car is getting towed. You might ask someone to accompany you somewhere so you can talk privately with the individual.

**Risk-Reduction Tips**

- Be aware of your surroundings.
- Try to avoid isolated areas, and don’t allow yourself to be isolated.
- Walk with purpose.
- Trust your instincts.
- Don’t load yourself down.
- Make sure your cell phone is with you and charged.
- Avoid putting headphones in both ears.
- Go with friends to social gatherings. Arrive together, check in with each other throughout the evening, and leave together.
- Don’t leave drinks unattended. Or if you do, get yourself a fresh drink.
- Don’t accept drinks from people you don’t know or trust.
- Watch out for your friends and vice versa.
- If you suspect your friend has been drugged, get help immediately.

Here are tips for getting out of uncomfortable or scary situations:

- Remember that being in a bad situation isn’t your fault.
- Be true to yourself.
- Have a code word with your friends or family.
- Lie.
- Try to think of an escape route.
- If you and or a friend have been drinking, you can say you’d rather wait until you’re both sober before doing anything you may regret later.

**Procedures Victims Should Follow If Sexual Assault, Domestic Violence, Dating Violence or Stalking Has Occurred**

Many individuals have sexual experiences that feel violating, either in the moment itself, or in the days afterward. Whatever your experience, you deserve care.

**Immediate Safety and Support/Importance of Preserving Evidence**

- Go to a safe place: your room, a friend’s room, a CRA’s apartment, Public Safety, or anywhere you’ll feel safe.

- Call someone you trust. No matter how late it is, you shouldn’t be alone.

- If safety is an immediate concern call 911 or contact the Department of Public Safety at the campus you are attending.
- **Pursue medical treatment.** Any individual who may be experiencing or has experienced sexual misconduct, domestic violence, dating violence, stalking or related retaliation is encouraged to immediately seek any necessary medical care and to seek help from appropriate Middlebury, law enforcement and/or medical personnel, even if the individual is uncertain about whether to ultimately pursue a complaint or criminal charges, or to seek a protective order. Local emergency rooms or the college health center can perform post-assault medical care. Most hospitals have specialized examiners who complete exams for victims of sexual violence. These exams can help victims receive appropriate medical assessment and treatment, and can preserve evidence for possible future action.

- **Preserve evidence.** It is important for individuals to preserve all possible evidence in case they decide at some point to make a criminal complaint or to seek a protective order. Therefore, if at all possible, they should refrain from changing clothes, showering or otherwise changing their physical state after an incident, until after consulting with medical personnel about how to best preserve evidence. Also keep copies of emails, text messages, and voice messages that may have some bearing on the incident(s).

### Making a Report On Campus

Any Middlebury student, faculty member, staff member or covered third party who has reasonable cause to believe that sexual misconduct, domestic violence, dating violence, stalking and/or related retaliation has occurred or is occurring should report this information to the immediate attention of any of the following individuals: the Human Relations Officer designated for the Middlebury program at issue; the Judicial Affairs Officer; and/or the Title IX Coordinator. Reports also may be made to Middlebury's Department of Public Safety or other appropriate personnel for the program at issue. Contact information is listed below.

Middlebury’s Department of Public Safety or other appropriate personnel for the Middlebury program at issue will coordinate its response to the report with other officials, as appropriate (including the Human Relations Officer, the Judicial Affairs Officer, the Title IX Coordinator, and responsible Threat Assessment and Management Team) and, if necessary, law enforcement, to intervene at the earliest practical point to stop the behavior and coordinate services to the complainant. A coordinated response will include consideration of the complainant’s request for confidentiality and may also include the implementation of safety measures as deemed necessary, services and accommodations, and referral to confidential resources.

### Services and Accommodations

It is not necessary to file a complaint with Middlebury, participate in a Middlebury adjudication process, or file a criminal complaint in order to request services or accommodations from Middlebury. These may include but are not limited to:
• No Contact Orders restricting encounters and communications between the parties;
• Academic accommodations, including but not limited to deadline extensions, Incompletes, course changes or late drops, or other arrangements as appropriate;
• Residential accommodations, including but not limited to arranging for new housing, or providing temporary housing options, as appropriate;
• Changing transportation or working arrangements or providing other employment accommodations, as appropriate;
• Assisting the individual in accessing support services, including, as available, victim advocacy, academic support, counseling, disability, health or mental health services, and legal assistance both on and off campus, as applicable;
• Informing the individual of the right to report a crime to local law enforcement and/or seek orders of protection, restraining orders, or relief from abuse orders from United States courts or courts outside of the United States as applicable and providing assistance if the individual wishes to do so.

Middlebury personnel will identify appropriate options and work with complainants to determine whether these services or accommodations are reasonably available and necessary in a particular case.

Middlebury encourages individuals to report incidents of sexual misconduct, domestic violence, dating violence, stalking and related retaliation so that they can get the support they need, and so that Middlebury can respond appropriately. As discussed above, certain Middlebury employees may maintain confidentiality, but most cannot. Although strict confidentiality may therefore not be guaranteed for non-confidential employees, in all cases Middlebury will handle information in a sensitive manner and will endeavor to protect the privacy of individuals to the extent it can do so consistent with its obligations to respond to reports of sexual misconduct, domestic violence, dating violence, stalking and/or related retaliation. Middlebury officials will consider requests for confidentiality in accordance with the confidentiality provisions of its Policy Against Sexual Misconduct, Domestic Violence, Dating Violence and Stalking.

**Reporting to Law Enforcement**

In addition to (or instead of) Middlebury’s processes, any student, employee or covered third party may and should also pursue criminal charges with local, state, or federal law enforcement agencies. Middlebury will offer and upon request provide assistance to students, employees and covered third parties in contacting law enforcement agencies. These options are available regardless of whether an individual chooses to file a complaint with Middlebury. Individuals may choose to notify such agencies with or without assistance from Middlebury, or may choose not to notify such authorities.

In addition to (or instead of) Middlebury’s processes, individuals who are being or who may have been subjected to sexual misconduct, domestic violence, dating violence, stalking and/or related retaliation also have the right to pursue orders of protection, restraining orders and/or relief from abuse orders from United States courts or courts outside of the United States as applicable. Middlebury will support individuals if they wish to have
Middlebury’s assistance in making contact with law enforcement authorities and other external resources to seek such orders.

**Contact information for Reports to Middlebury Officials or Law Enforcement**

<table>
<thead>
<tr>
<th>Middlebury Police Department</th>
<th>388-3191</th>
</tr>
</thead>
<tbody>
<tr>
<td>Vermont State Police</td>
<td>388-4919</td>
</tr>
</tbody>
</table>

If an incident takes place in Middlebury and you wish to file charges off campus, contact the Middlebury Police Department. If an incident takes place at the Bread Loaf campus or elsewhere in Vermont, contact the Vermont State Police. In Vermont, if you report an assault to the police, the police will investigate the crime. Police will interview you and take a detailed statement of what occurred. You can have people with you during the interview to provide emotional support. The police will also interview witnesses, collect physical evidence, and attempt to interview the assailant.

**Addison County State’s Attorney’s Office** 388-7931
The State’s Attorney's Office can provide you with more information regarding your rights during a criminal judicial process and regarding the Victim’s Advocacy Program and the Victim’s Compensation Fund.

**On campus**

**Department of Public Safety**

- Emergency line: 443-5911 or x5911
- Business line: 443-5133

Reporting a sexual assault to Public Safety does not commit you to pursuing a College judicial complaint. Your report will be shared with your dean or program director, but neither the dean, program director nor Public Safety will take any action on your behalf without your consent unless your safety or the safety of others is clearly in jeopardy. If the event reported may constitute sexual harassment, the Human Relations Officer (HRO) will also be notified in accordance with the process set forth in Middlebury's Anti-harassment/Discrimination Policy located in the college handbook, and note that in cases of harassment, once informed, the College will take reasonable and appropriate remedial action to address the conduct.

**Title IX Coordinator (All Middlebury Programs)**
Shirley M. Collado
Dean of the College
Middlebury College
Old Chapel
Middlebury, VT 05753
802.443.5382
scollado@middlebury.edu

**Title IX Coordinator (Vermont Programs)**
Karen S. Guttentag
Associate Dean for Judicial Affairs and Student Life
Middlebury College
McCullough 138
802.443.2024
kguttent@middlebury.edu

**Judicial Affairs Officer (Vermont Programs)**
**Human Relations Officers**
Middlebury College (All Middlebury Programs)
Susan P. Ritter
Middlebury College
DKE 101
Middlebury, VT 05753
802.443.3289
sriter@middlebury.edu

Alternate Human Relations Officer (All Middlebury Programs)
Laura Carotenuto
Middlebury College
Human Resources
Service Building
Middlebury, VT 05753
802.443.2012
lcaroten@middlebury.edu

Alternate Human Relations Officer (Middlebury Language Schools, Schools Abroad, and Graduate Programs)
Elizabeth Karnes Keefe, Assistant Dean
Middlebury College
Sunderland Language Center 210
Middlebury, VT 05753
802.443.5685
karnes@middlebury.edu

**Commons Deans**
Atwater Commons Dean Scott Barnicle:
443-3310 or x3310
Brainerd Commons Dean Natasha Chang
443-3320 or x3320
Cook Commons Dean Ian Sutherland:
443-3330 or x3330
Ross Commons Dean Ann Hanson:
443-3340 or x3340
Wonnacott Commons Dean Matt Longman:
443-3350 or x3350

**Making a Report Bread Loaf Campus**
Vermont State Police 388-4919

*On the Bread Loaf Campus*

**Bread Loaf Writers' Conference Site Contacts**
Michael Collier, Director
802.443.5286
collier@middlebury.edu

**Bread Loaf School of English (Vermont)**
Emily Bartels, Director
Django Paris, Associate Director
Bread Loaf CPO
4265 Ripton, Route 125
Middlebury, VT 05753
802.443.5418
ebartels@middlebury.edu
Making a Report Middlebury at Mills

Oakland Police Department
455 7th Street
Oakland, CA 94607
510.777.3211, cell phone emergency
Other (not an emergency): 510.777.3333, 510.238.3455
Emergency 9-1-1

On the Mills Campus

Mills College Public Safety
510.430.5555 (for emergency assistance)

Sasha Miyamoto
Language Schools Administration
PMB 9972, 5000 MacArthur Blvd.
Oakland, CA 94613
510.430.2285
smiyamoto@middlebury.edu

Michael E. Geisler
Vice President for Language Schools,
Schools Abroad and Graduate Programs
Middlebury College
Sunderland Language Center 210
Middlebury, VT 05753
802.443.5275
geisler@middlebury.edu

Stephen B. Snyder
Dean of the Language Schools
Sunderland Language Center 201
802.443.5979
ssnyder@middlebury.edu

Elizabeth Karnes Keefe, Assistant Dean
Middlebury College
Sunderland Language Center 210
Middlebury, VT 05753
802.443.5685
karnes@middlebury.edu
Confidential Resources
Confidential campus resources can maintain your confidentiality, except in cases where your safety or the safety of others is in immediate danger, or if it involves the sexual assault of a minor.

Middlebury, Vermont Campus

On campus

Parton Center for Health and Wellness (Students Only)

Health Services - 802.443.5135

Middlebury has a Sexual Assault Nurse Examiner (SANE) on staff at the Parton Center for Health and Wellness. She has received specialized training to provide comprehensive care to survivors of sexual assault, including physical assessment and collection of forensic evidence using a Sexual Assault Evidence Kit ("Rape Kit"). Having evidence collected does not commit you to filing a complaint with Middlebury or charges with the police. It will allow you to preserve evidence while you take time to decide if you want to file a report, press charges, and/or seek a protective order. If you bathe, change clothes or otherwise alter your physical condition before having evidence collected, then you may be washing away valuable evidence. A lengthy delay in reporting may make evidence more difficult to collect.

To contact the SANE call 802.443.5135. After hours the phone message will direct you to the appropriate contact number, or you can call the Counseling Service of Addison County (CSAC) directly at 802.388.7641 and they will connect you with the SANE and other resources. The SANE is typically available 24-hours-a-day. When she is not available, please see the information under Porter Hospital Emergency Room below.

Care is provided to students at no cost. Lab tests, medical care, and medications provided by the Health Center will be paid for by the Vermont Center for Crime Victim Services at the student’s request.

These services are confidential and information is not shared without the student’s written permission, except in the limited circumstances described herein. Health care professionals are required to report to law enforcement authorities the sexual assault of a person under the age of 18, or where there is risk of immediate danger to self, others or property. Consequently, in some circumstances, providers may not be able – legally or ethically – to maintain confidentiality.

Counseling Services (Students Only) - 802.443.5141

Short-term and crisis counseling is available through the Parton Center for Health and Wellness for students who have been sexually assaulted or have had an upsetting sexual encounter. These services are confidential, except in the limited circumstances described herein. Mental health professionals are required to report to law enforcement authorities...
the sexual assault of a person under the age of 18, or where there is risk of immediate
danger to self, others, or property. Consequently, in some circumstances, providers may
not be able – legally or ethically – to maintain confidentiality. When the Parton Center for
Health and Wellness is closed: call CSAC at 802.388.7641, and they will connect you with the
appropriate resources.

MiddSafe: Middlebury Safe and Confidential Advocates (undergraduate program only;
excludes undergraduate academic breaks) - 802.377.0239

MiddSafe advocates are Middlebury College students, faculty, and staff committed to
providing a safe and confidential resource for our peers in need of support and information
around sexual assault, stalking, dating violence, domestic violence, and other personal
violations. The group’s goal is to function as a non-judgmental, compassionate, and
effective resource for individuals in emergency and non-crisis situations. Advocates
provide a menu of options to guide students towards medical, legal, and emotional
resources on local, state, and national levels. MiddSafe advocates offer the following
advocacy services:

- Hotline operated by volunteer student advocates 24 hours a day, 7 days a week,
excluding undergraduate academic breaks on the Vermont campus.
- Faculty and staff advocates available during their regular office hours to serve in
  their confidential advocate capacity.
- All advocates can provide referrals to on- and off-campus services to offer support
  and advocacy (e.g. appointments at Parton Health and Wellness Center or Porter
  hospital, meetings with deans, professors, Public Safety, the Judicial Affairs Officer,
  and making contact with Counseling Services of Addison County or Middlebury
  Police Department)
- All advocates have received training to support individuals engaged in the campus
  judicial process, should someone choose an advocate as their designated support
  person.

College Chaplain - 802.443.5626
The College chaplains are available to provide supportive confidential counseling of all
kinds, faith-based or otherwise.

Off Campus

Porter Hospital - 802.388.4701
If the Health Center is closed, or if you prefer to seek treatment off campus, you may
receive care at Porter Hospital’s Emergency Room. The Department of Public Safety can
provide transportation, and it is not necessary to share information with them about the
nature of your emergency.

Porter Hospital staff offers medical treatment and can collect physical evidence. There may
be a Sexual Assault Nurse Examiner available, but this is not guaranteed. You may want to
call in advance to request that a SANE be made available, if possible, before you come in.
Please see the recommendations above under Parton Health Services regarding evidence collection.

**Counseling Service of Addison County (CSAC) - 802.388.6751; after hours or in emergencies, call 802.388.7641**
CSAC offers a wide range of professional mental health and developmental services designed to meet the needs of those seeking help. Their staff includes persons trained in developmental services, substance abuse treatment, psychiatry, psychology, mental health counseling, and social work. They provide emergency counseling 24 hours a day at the number above. Services may be provided over the phone or in person.

**Independent Counselors**
In addition to CSAC, there are a number of independent counselors in Addison County with experience working with survivors of sexual assault. For assistance choosing a counselor, you can talk with any member of the Middlebury counseling staff or other individuals with whom you feel comfortable.

**Employee and Family Assistance Program (for staff and faculty) 1.800.828.6025**
Middlebury’s Employee and Family Assistance Plan provides confidential counseling and referral services to reduce stress and improve the quality of life for employees. The EFAP provides confidential assessment and referral services, and short-term counseling. The services of the EFAP are free to employees, up to the limits of the plan. All assistance is confidential; no one at Middlebury College will know that an employee has used the EFAP.

**WomenSafe 24-Hour Hotline - 1.800.388.4205; Office, 802.388.4205**
Based in Middlebury, WomenSafe is a local non-profit organization providing crisis intervention, problem-solving assistance, safety planning, and emotional support to survivors of physical, sexual and/or emotional abuse, including female, male, and transgender members of the Middlebury community. They also provide medical and legal advocacy, and support groups for female survivors.

**SafeSpace Vermont - 866.869.7341 or 802.863.0003**
SafeSpace, a service of the RU12? Community Center, provides information, support, referrals, and advocacy to lesbian, gay, bisexual, transgender, queer and questioning survivors of violence and offers education and outreach programs in the wider community. Support services include a hotline during established hours, direct advocacy, one-on-one support, and support groups.

**Vermont Statewide Emergency Number - 800.489.RAPE**
This number will automatically connect the caller with the local Domestic Violence/Sexual Assault program.

**For Victims with Disabilities: 800.489.7273**
This number will automatically connect the caller with the local program for crisis intervention, peer counseling, court advocacy, information, referral and other services.
Legal Assistance
Vermont Legal Aid: 800.889.2047; http://www.vtlegalaid.org/

Vermont Bar Association: https://www.vtbar.org/

Confidential Resources (cont’d)

Middlebury at Mills College

Licensed Counselor
Thomas Zurfluh, Psy.D,
2154 Broderick Street, San Francisco, CA 94115
415.789.8383
thomas.zurfluh.psyd@gmail.com

Bay Area Women Against Rape (BAWAR)
BAWAR, the nation's first rape crisis center, was formed in 1971. BAWAR provides free in-person counseling to survivors of sexual assault and their significant others. It also offers accompaniment to police, court and hospital, a 24-hour hotline, support groups, and community education.

24 hour free hotline: 510.845.RAPE (7273)
Office: 510.430.1298
470 27th Street
Oakland, CA 94612, located within the Alameda County Family Justice Center (www.acfjc.org)

Highland Sexual Assault Center
Highland Hospital Campus
1411 East 31st Street
Oakland, CA 94602
Hotline: 510.534.9290
Business: 510.534.9291

San Francisco Women Against Rape (SFWAR)
SFWAR offers 1-to-1 peer counseling, support groups, a 24-hour support hotline, medical and legal advocacy, and referrals.

24 hour free hotline: 415.647.RAPE (7273)
Office: 415.861.2024
3542 18th Street, #7
San Francisco, CA 94110


Woman, Inc - 1.877.384.3578 http://www.womaninc.org/
Legal Assistance


Law HelpCA.org (legal aid and self-help resources) - http://lawhelpca.org/


Ongoing Care Middlebury College Campus

There’s no one correct way to care for yourself or others who have experienced trauma. Middlebury offers a variety of resources and options in the belief that survivors benefit from having many choices available to seek the support and resolution they need. Choose whichever options feel most helpful to you. There are many people on campus and in the greater community who care and can help you to find care for yourself.

- Be patient with yourself. The healing process takes time and includes your physical, emotional, and psychological health.
- Don’t neglect your physical health and wellbeing.
- Try not to let others make decisions for you; it’s important you reestablish a sense of control over your choices.
- Seek support from a counselor.
- Don’t look for simple answers to explain what happened.
- Know your rights and how to get the support you need.
- Do things you enjoy and give yourself permission to have positive experiences.

Procedures for Institutional Disciplinary Action in Cases of Alleged Domestic Violence, Dating Violence, Sexual Assault and Stalking

Middlebury is committed to providing a safe and secure campus and workplace environment for all students, staff, faculty, and others who participate in Middlebury’s programs. Sexual misconduct, domestic violence, dating violence, stalking, and related retaliation are strictly prohibited. Middlebury will take reasonable, prompt, and appropriate action to respond to sexual misconduct, domestic violence, dating violence, stalking, and related retaliation where such conduct impacts, or has the potential to impact, the educational, residential, or work environment of any Middlebury community member. Such action could be disciplinary, involving verbal or written warnings, written reprimands, or termination of employment. They could also entail warnings, written reprimands, probationary status, official College discipline, suspension or expulsion. Further, they could entail no-contact orders or no-trespass orders, and providing safety and support services.
The full text of Middlebury’s Policy Against Sexual Misconduct, Domestic Violence, Dating Violence and Stalking is available at [http://www.middlebury.edu/about/handbook/misc/sexual_misconduct_dv_stalking](http://www.middlebury.edu/about/handbook/misc/sexual_misconduct_dv_stalking)

Middlebury's process of addressing cases of alleged sexual misconduct, dating violence, domestic violence, stalking, and related retaliation is designed to:

- consider the complainant’s rights, the respondent’s rights, the community’s safety, and applicable laws and Middlebury policies
- conduct a timely, fair, impartial, and equitable investigation and adjudication process with thoroughness and respect for all involved parties
- protect all parties’ privacy to the extent practical, while balancing the need to comply with applicable law, maintain campus safety, and provide a safe and nondiscriminatory environment for all students, faculty, staff and covered third parties
- hold all individuals found to have violated Middlebury’s policies accountable for their actions and provide appropriate remedies to address the effects of sexual misconduct, domestic violence, dating violence, stalking and/or related retaliation on the complainant and others.

Individuals conducting investigations and adjudications under Middlebury's Policy Against Sexual Misconduct, Domestic Violence, Dating Violence and Stalking will receive training annually on the issues related to sexual misconduct, domestic violence, dating violence, stalking, and related retaliation and on how to conduct a fair, impartial and equitable investigation and/or adjudication process that protects the safety of victims and promotes accountability.

The complainant and respondent are entitled to the same opportunities to have an advisor of their choice accompany them during all meetings regarding Middlebury’s investigation and adjudication process.

**Complaint Investigation and Adjudication Process**

Middlebury's complaint and adjudication process is outlined in detail in Middlebury’s Policy Against Sexual Misconduct, Domestic Violence, Dating Violence and Stalking (see Section 10, Complaint Investigation and Resolution Procedures online at [http://www.middlebury.edu/about/handbook/misc/sexual_misconduct_dv_stalking#Investigation](http://www.middlebury.edu/about/handbook/misc/sexual_misconduct_dv_stalking#Investigation)). The process is summarized below.

*If it is determined that an investigation and adjudication should proceed under the policy, an investigator will be appointed to conduct an investigation that is appropriate under the circumstances, and is prompt, thorough, fair, equitable, objective and impartial.

*Middlebury’s investigation and adjudication process does not require or permit the complainant and respondent to interact or communicate directly or indirectly with each
other at any time. The parties are therefore not permitted to question or cross-examine each other during the course of the investigation.

*All participants in the investigation are expected to cooperate fully by providing complete, accurate, and truthful information. They may also be expected to sign statements or other documents memorializing the information they provided, and may be asked to keep the substance of the interview confidential. Failure to cooperate fully with the investigator may subject the individual to the full range of disciplinary actions, as applicable.

*Formal rules of evidence do not apply to the investigation and adjudication process.

*The investigator will submit a final report to the HRO. The final report will include a recommendation, based on the standard of preponderance of evidence, i.e., whether it is more likely than not that the policy was violated.

*After review of the investigator’s report and recommended finding, the HRO shall issue a determination as to whether sexual misconduct, domestic violence, dating violence, stalking and/or related retaliation (or a violation of other Middlebury policies, if applicable) occurred. The HRO’s determination will be based on a preponderance of the evidence standard.

**Sanction and Notification of Outcome**

*If the HRO finds that a staff or faculty member has engaged in conduct that violates this policy, the HRO will make a recommendation regarding discipline or other appropriate action to the appropriate supervisory authority for the program at issue. After review of the HRO’s recommendation, the supervisory authority may impose disciplinary action under existing policies and/or contracts, as applicable, including verbal warnings, written warnings, written reprimands, termination of employment, or other action as deemed appropriate under the circumstances.

*If the HRO finds that a student has engaged in conduct that violates the policy (or other Middlebury policies under investigation), the HRO will make a recommendation regarding discipline or other appropriate action, to the appropriate supervisory authority for the program in which the student is enrolled at the time of the misconduct and the supervisory authority for any other Middlebury program in which the student is or will be enrolled. After a review of the HRO’s recommendation, the supervisory authority or authorities may impose disciplinary and/or other appropriate action. Prior conduct may be taken into account in the assignment of these actions. Disciplinary action could include warnings, written reprimands, probationary status, official college discipline, or suspension or expulsion from any or all Middlebury program(s) in which the student is enrolled or participating. It may also include other action as deemed appropriate under the circumstances (e.g., remedies applied to the respondent to address the needs of the complainant, including but not limited to room changes, class changes, building restrictions, extracurricular activity restrictions, modification of No Contact Orders to favor the complainant, and other actions to preserve the rights of the complainant to a safe
environment). Although sanctions for violation(s) of this policy can include any form of discipline as stated in this section, students found to have committed sexual assault will most likely receive a sanction of suspension or expulsion.

If the conduct occurred during the course and scope of the student’s employment at Middlebury, the matter will be referred jointly to the Human Resources Department and the appropriate supervisory authority for the program at issue, as applicable, for disciplinary action such as verbal warnings, written warnings, written reprimands, termination of employment, or warnings, probationary status, official college discipline, suspension, or expulsion from Middlebury, or other action as deemed appropriate under the circumstances. Additional non-disciplinary outcomes, such as extending and modifying mutual No Contact Orders, may also be imposed regardless of the finding.

* To the extent permitted by law, the complainant and respondent will be simultaneously informed, in writing, of (a) the HRO's determination and the outcome of any disciplinary or other action arising out of an allegation of sexual misconduct, domestic violence, dating violence, stalking and/or related retaliation; (b) Middlebury’s procedures for complainants and respondents to appeal the HRO's decision and/or discipline and/or actions imposed, if applicable; (c) any change to the results of a disciplinary process that occurs prior to the time that such results become final; and (d) when such results become final.

*In cases where the respondent is a student, the complainant and the respondent each have the right to an appeal.

How Middlebury Will Protect the Confidentiality of Victims

Evaluating Requests for Confidentiality in Sexual Misconduct Cases

If an individual discloses an incident of sexual misconduct but wishes to maintain confidentiality or requests that no investigation into a particular incident be conducted or disciplinary action taken, Middlebury will make every effort to respect this request and will evaluate the request against its responsibility to provide a safe, non-discriminatory environment for all students, faculty and staff, including the individual who reported sexual misconduct. Although rare, there are times when Middlebury may not be able to honor the individual’s request. Further, if Middlebury honors the request for confidentiality, Middlebury’s ability to appropriately investigate the incident and pursue disciplinary action against the alleged perpetrator(s), if warranted, may be limited.

Middlebury has designated the Judicial Affairs Officer, Human Relations Officer, and the Title IX Coordinator to evaluate requests for confidentiality, as appropriate to the circumstances. In considering an individual's request for confidentiality, the HRO, JAO, and/or Title IX Coordinator may consult with Middlebury’s Threat Assessment and Management Team and other college personnel, as appropriate.

Factors to be considered in determining whether confidentiality should be maintained may include but are not limited to:
(i) The increased risk that the alleged perpetrator will commit additional acts of sexual misconduct or other violence, such as:

- whether there have been other sexual misconduct complaints about the same alleged perpetrator;
- whether the alleged perpetrator has a history of arrests or records from a prior institution indicating a history of violence;
- whether the alleged perpetrator has threatened further sexual misconduct or other violence against the individual or others;
- whether the alleged sexual misconduct was committed by multiple perpetrators;
- circumstances that suggest there is an increased risk of future acts of sexual misconduct or other violence under similar circumstances (e.g., whether the report reveals a pattern of perpetration (e.g., via illicit use of drugs or alcohol) at a given location or by a particular group);

(ii) whether the alleged sexual misconduct was perpetrated with a weapon;

(iii) whether the alleged victim is a minor;

(iv) whether Middlebury possesses other means to obtain relevant evidence (e.g., security cameras, information known to Middlebury personnel, or physical evidence).

The presence of one or more of these factors may prompt an investigation and adjudication under Middlebury’s policies and, if appropriate, result in disciplinary action. If none of these factors is present, Middlebury will likely honor the individual’s request for confidentiality.

Evaluating Requests for Confidentiality in Domestic Violence, Dating Violence, Stalking and Related Retaliation Cases

In cases involving domestic violence, dating violence, stalking, and/or related retaliation, if an individual insists that their name or other identifiable information not be revealed, or asks that Middlebury not investigate or seek action against the alleged perpetrator, Middlebury will evaluate the request in the context of its commitment to provide a safe environment for that individual as well as all students, staff and faculty. Thus, Middlebury may weigh the individual’s request against a number of factors, including but not limited to the seriousness of the alleged conduct; circumstances that suggest there is a risk of repeated conduct; whether there have been other reports or complaints about the alleged perpetrator; the credibility and significance of existing relevant evidence; and the extent of any ongoing threat to the individual, the Middlebury community or any of its members.

In considering an individual’s request for confidentiality, the HRO, JAO, and/or Title IX Coordinator may consult with Middlebury’s Threat Assessment and Management Team and other college personnel, as appropriate.
**If Confidentiality is Requested but Cannot be Maintained**

If Middlebury determines that it cannot maintain an individual’s confidentiality after it has been requested, Middlebury will inform the individual prior to conducting an investigation (unless extenuating circumstances are present) and will, to the extent possible, only share information with those individuals who are responsible for Middlebury’s response to the incident. Middlebury will not require the individual to participate in any investigation or disciplinary proceeding.

If when responding to reports of sexual misconduct, domestic violence, dating violence, stalking, or related retaliation, Middlebury determines it is obligated to take any action that would involve disclosing a reporting individual’s identity to the respondent, or an action from which the reporting individual’s identity may be easily determined by the respondent, the individual will be informed before the action is taken unless extenuating circumstances are present. If the reporting individual requests that the respondent be informed that they requested that there be no investigation or disciplinary action, Middlebury will endeavor to honor this request and inform the respondent that Middlebury made the decision to investigate the matter.

Middlebury will take supportive measures when requested, reasonably available and necessary that are designed to prevent and address retaliation against individuals whose requests for confidentiality have not been honored, and to respond to their needs for support, services and accommodations.

**When Confidentiality Can be Maintained**

If Middlebury determines that it can respect the individual's request for confidentiality, Middlebury will take action to assist the individual, to the extent possible, including the services and accommodations outlined in Middlebury's Policy Against Sexual Misconduct, Domestic Violence, Dating Violence and Stalking, where such measures are requested, reasonably available and necessary.

Individuals should be aware that if Middlebury honors their request for confidentiality, this may limit Middlebury’s ability to fully respond to the incident, including pursuing disciplinary action against the alleged perpetrator.

**Disclosure During Internal Investigations and Adjudications**

Middlebury will handle information related to alleged violations of its policy with sensitivity and discretion. However, Middlebury may need to disclose information relating to an incident (including the identity of parties, witnesses or others) to the extent necessary to conduct a thorough, fair, and impartial investigation and adjudication process for all involved parties.

**Disclosure Required by Law**
Middlebury will not include the names of complainants or other identifying information in publicly available reports that are compiled as required by the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act. Middlebury is also part of a larger community and context. If there is an independent investigation, lawsuit, or criminal proceeding related to a sexual misconduct, domestic violence, dating violence, stalking or related retaliation matter, those involved or others may be required by law to provide testimony or documents (e.g., investigation reports, witness statements, and any other information gathered or obtained in the course of a particular matter).

**Disclosure to Law Enforcement**

In certain circumstances, Middlebury may need to report an incident to law enforcement authorities. Such circumstances include but are not limited to incidents that warrant the undertaking of safety and security measures for the protection of the individual and/or the campus community, or situations in which there is clear and imminent danger and/or a weapon may be involved. Complainants may choose to notify authorities directly with or without Middlebury’s assistance, or may choose not to notify such authorities.

**Written Information Provided To Students or Employees Who Report That They Have Been a Victim of Domestic Violence, Dating Violence, Sexual Assault or Stalking**

Students, faculty, staff or other covered third parties who report that they have been a victim of domestic violence, dating violence, sexual assault or stalking, whether the offense occurred on or off campus, shall be provided with written notification of:

*Existing counseling, health, mental health, victim advocacy, legal assistance, and other services available for victims both on and off campus

*Options for, and available assistance in, changing academic, living, transportation and working situations, if so requested by the victim and if such accommodations are reasonably available, regardless of whether the victim chooses to report the crime to campus police or local law enforcement

*Possible sanctions or protective measures that Middlebury may impose following a final determination under its Policy Against Sexual Misconduct, Domestic Violence, Dating Violence and Stalking

*The importance of preserving evidence as may be necessary to the proof of criminal domestic violence, dating violence, sexual assault or stalking or in obtaining an order of protection

*Information about reporting to campus officials

*Options to notify law enforcement (or the option not to) and to be assisted by Middlebury officials in doing so
*The rights of victims, where applicable, and Middlebury’s responsibilities regarding orders of protection, no contact orders, restraining orders, or similar lawful orders issued by a criminal, civil or tribal court.

*Information about Middlebury’s procedures for investigating and adjudicating complaints of Sexual Misconduct, Domestic Violence, Dating Violence and Stalking, including notification to the parties of the outcome.

**Definitions: U.S. State Law in Vermont and California**

**VERMONT**

**Consent:** “words or actions by a person indicating a voluntary agreement to engage in a sexual act.”

**Sexual Assault:** Sexual assault is engaging in a sexual act with another person and compelling the other person to participate in a sexual act:

1. without the other person’s consent; or
2. by threatening or coercing the other person; or
3. by placing the other person in fear of imminent bodily injury.

No person shall engage in a sexual act with another person and substantially impair the ability of the other person by administering or employing drugs or intoxicants without the knowledge of or against the will of the other person.

A “sexual act” means conduct between persons consisting of contact between the penis and the vulva, the penis and the anus, the mouth and the penis, the mouth and the vulva, or any intrusion, however slight, by any part of a person’s body or object into the genital or anal opening of another.

**Domestic Violence:** Domestic assault is attempting to cause or to willfully or recklessly cause bodily injury to a family or household member or to willfully cause a family or household member to fear imminent serious bodily injury. “Household members” are those persons who, for any period of time, are living or have lived together, are sharing or have shared occupancy of a dwelling, are engaged in or have engaged in a sexual relationship, or minors or adults who are dating or have dated.

**Dating Violence:** Domestic assault includes attempting to cause or to willfully or recklessly cause bodily injury to a person one is dating or has dated or to willfully cause such person to fear imminent serious bodily injury. “Dating” is defined as a social relationship of a romantic nature. Factors to consider in determining whether a dating relationship exists or existed, include:
(a) the nature of the relationship;

(b) the length of time the relationship has existed;

(c) the frequency of the interaction between the parties; and

(d) the length of time since the relationship ended, if applicable.

Stalking: “Stalking” means engaging in a course of conduct that consists of following, lying in wait for, or harassing a person, when such conduct:

(a) serves no legitimate purpose; and

(b) would cause a reasonable person to fear for his or her physical safety or health, or would cause a reasonable person to suffer emotional distress.

“Course of conduct” means a pattern of conduct composed of two or more acts over time, however short, evidencing a continuity of purpose.

“Following” means maintaining, over time, a visual or physical proximity to another person such that this other reasonable person would fear unlawful sexual conduct, unlawful restraint, bodily injury, or death.

“Lying in wait” means hiding or being concealed for the purpose of attacking or harming another person.

“Harassing” means actions directed at a specific person, or a member of the person’s family, which would cause a reasonable person to fear unlawful sexual conduct, unlawful restraint, bodily injury, or death, including but not limited to verbal threats, written, telephonic, or other electronically communicated threats, vandalism, or physical contact without consent.

CALIFORNIA

Consent means positive cooperation in act or attitude pursuant to an exercise of free will. The person must act freely and voluntarily and have knowledge of the nature of the act or transaction involved. A current or previous dating or marital relationship shall not be sufficient to constitute consent where consent is at issue in a prosecution for rape, forcible acts of sexual penetration, sodomy, or oral copulation. Evidence that a victim suggested, requested, or otherwise communicated to the accused that the accused use a condom or other birth control device, without additional evidence of consent, is not sufficient to constitute consent.

Sexual Assault: “Rape” is defined as an act of sexual intercourse accomplished:

(1) where a person is incapable, because of a mental disorder or developmental or physical disability, of giving legal consent;
(2) against a person’s will by means of force, violence, duress, menace, or fear of immediate and unlawful bodily injury to the person or another;

(3) where a person is prevented from resisting by any intoxicating or anesthetic substance, of any controlled substances, and this condition was known, or reasonably should have been known, to the accused; or

(4) where a person is incapable of resisting, and this is known to the accused, because the person:

(a) was unconscious or asleep;

(b) was not aware, knowing, perceiving, or cognizant that the act occurred;

(c) was not aware, knowing, perceiving, or cognizant of the essential characteristics of the act due to the accused's fraud in fact; or

(d) was not aware, knowing, perceiving, or cognizant of the essential characteristics of the act due to the accused's fraudulent representation that the sexual penetration served a professional purpose when it served no professional purpose.

Any sexual penetration, however slight, is sufficient to complete the crime of rape.

“Forcible acts of sexual penetration” is the act of causing penetration, however slight, of the genital or anal opening of any person or causing another person to so penetrate the accused's or another's person's genital or anal opening for the purpose of sexual arousal, gratification, or abuse by any foreign object, substance, instrument, or device, or by an unknown object.

“Sexual battery” is the touching of an intimate part of another person if the touching is against the will of the person touched and is for the purpose of sexual arousal, sexual gratification, or sexual abuse. “Touches” means physical contact with another person, whether accomplished directly, through the clothing of the person committing the offense, or through the clothing of the victim. “Intimate part” means the sexual organ, anus, groin, or buttocks of any person, and the breast of a female.

**Domestic Violence:** Domestic violence means abuse committed against an adult or a minor who is a spouse, former spouse, cohabitant, former cohabitant, or person with whom the accused has had a child or is having or has had a dating or engagement relationship. A “cohabitant” means two unrelated adult persons living together for a substantial period of time, resulting in some permanency of relationship. Factors that may determine whether people are cohabiting include, but are not limited to:

(1) sexual relations between the parties while sharing the same living quarters;

(2) sharing of income or expenses;
(3) joint use or ownership of property;

(4) whether the parties hold themselves out as husband and wife;

(5) the continuity of the relationship; and

(6) the length of the relationship.

“Abuse” means intentionally or recklessly causing or attempting to cause bodily injury, or placing another person in reasonable apprehension of imminent serious bodily injury to himself or herself, or another. California recognizes the crime of spousal rape.

**Dating Violence:** Domestic violence includes abuse committed against a person with whom the accused is having or has had a dating or engagement relationship. A “dating relationship” means frequent, intimate associates primarily characterized by the expectation of affectional or sexual involvement independent of financial considerations.

**Stalking:** “Stalking” means willfully, maliciously, and repeatedly following or harassing a person and making a credible threat with the intent to place that person in reasonable fear for his or her safety or the safety of his or her immediate family.

“Harassing” means to engage in a knowing and willful course of conduct directed at a specific person that seriously alarms, annoys, torments, or terrorizes the person, and that serves no legitimate purpose.

“Course of conduct” means two or more acts occurring over a period of time, however short, evidencing a continuity of purpose.

“Credible threat” means a verbal or written threat, including that performed through an electronic communication device, or a threat implied by a pattern of conduct or a combination of verbal, written, or electronically communicated statements and conduct, made with the intent to place the person that is the target of the threat in reasonable fear for his or her safety or the safety of his or her family, and made with the apparent ability to carry out the threat so as to cause the target of the threat to reasonably fear for his or her safety or the safety of his or her family. It is not necessary to prove that the accused had the intent to actually carry out the threat. The present incarceration of a person making the threat is not a bar to criminal prosecution.

“Electronic communication device” includes, but is not limited to, telephones, cellular phones, computers, video recorders, fax machines, and pagers.

“Immediate family” means any spouse, parent, child, any person related by consanguinity or affinity within the second degree, or any other person who regularly resides in the household, or who, within the prior six months, regularly resided in the household.
**Sex Offender Registry**

**Campus Sex Crime Prevention Act**

The federal Campus Sex Crimes Prevention Act, enacted on October 28, 2000, became effective on October 28, 2002. Sex offenders, under the Campus Sex Crimes Prevention Act, must register with the state where an institution of higher education is located (even if they do not reside in the state) once they become enrolled or work at an institution of higher education. The state must also learn of changes in enrollment or employment status. This act includes:

**Individuals enrolled on a full-time or part-time basis at a state’s institution of higher education; or**

**Individuals who have full-time or part-time employment at a state’s institution of higher education—with or without compensation—for more than 14 days or for an aggregate period exceeding 30 days in a calendar year.**

The law requires higher education institutions to issue statements advising campus communities about where they can obtain law-enforcement-agency-based, state-provided information concerning registered sex offenders.

**Middlebury College and Bread Loaf, Vermont**

In Vermont convicted sex offenders must register with the Vermont Criminal Information Center, which is maintained by the Vermont Department of Public Safety. Any person requesting, in accordance with the law, information on specific offenders may obtain that information.

In 1996, with the passage of 13 VSA, Chapter 167, Subchapter 3, the Vermont Sex Offender Registry was established at the Vermont Crime Information Center (VCIC). You can contact the Vermont Criminal Information Center either at [http://vcic.vermont.gov/or](http://vcic.vermont.gov/or) or (802) 241-5400

Local law-enforcement agencies and the Vermont Crime Information Center are authorized to release relevant registry information to the public when requestors can articulate specific concern about their safety or the safety of others. State statute requires that requestors provide the subject’s name as the query’s basis. You may make queries to law enforcement agencies or VCIC by street address, town, or county.

The registry information may also be disclosed to the following agencies, organizations, or people:

- Local, state, and federal law-enforcement agencies exclusively for law-enforcement purposes;
- State and federal governmental agencies exclusively for conducting confidential background checks;
• Any employer, including a school district, who is authorized by law to request records and information from the Vermont Crime Information Center where such disclosure is necessary to protect the public concerning people this subchapter requires to register;
• People registered as a sex offenders for the purpose of reviewing the accuracy of any record relating to them.

The registry is prohibited from releasing lists of offenders in response to general questions regarding sex offenders’ whereabouts in particular communities. Victims’ identities shall not be released.

Middlebury College at Mills, California

In 1947 California implemented a sex-offender-registration program to keep track of people convicted of certain sex crimes. Then in 1996, California enacted Megan’s Law. For the first time, California could provide the public with photographs and descriptions of convicted sex offenders who have registered their whereabouts with local law enforcement. Pursuant to Section 290 of the California Penal code, convicted sex offenders are required by law to register within five days of changing residence locations (every 60 days if they do not have a permanent residence), starting school, employment at a school, or within five days of each birthday. California requires sex offenders to register with a law-enforcement agency in the jurisdiction in which they reside, as well as with institutions with sworn campus-police departments if they are students, working, or carrying on vocations on campus. Mills college Public Safety department is a non-sworn department. However, Mills College requires all registered sex offenders to register with the associate director of Public Safety. Information on registered sex offenders is available through the Megan’s Law website: http://www.meganslaw.ca.gov . Or it’s available through the Oakland Police Department: 455 7th Street Oakland, CA 94607

Anti-Harassment/Discrimination Policy

Middlebury College (“Middlebury”) is committed to maintaining a diverse and inclusive campus environment where bigotry and intolerance are unacceptable. Discrimination and harassment, including sexual harassment, and related retaliation, as defined by applicable law and the corresponding terms of this policy, are antithetical to Middlebury’s mission. Middlebury strictly prohibits conduct that constitutes unlawful discrimination and harassment, including sexual harassment, as well as related retaliation, as defined below. Middlebury will take reasonable and appropriate remedial action to prevent unlawful discrimination, harassment, and related retaliation, eliminate any hostile environment, prevent its recurrence, and correct its discriminatory effects on the complainant and others, if applicable.

Except as otherwise specified herein, this Anti-Harassment/Discrimination Policy applies to faculty, staff, and students, as well as to others who participate in Middlebury programs and activities, including the undergraduate college, the Language Schools, the School of the
Environment, MiddCore, Bread Loaf School of English, Bread Loaf Writers’ Conference, Middlebury College Schools Abroad, and the Monterey Institute of International Studies ("the Institute"). Procedures for filing and resolving complaints of unlawful discrimination and harassment, including sexual harassment and related retaliation in such programs are set forth in the policy which is available at http://www.middlebury.edu/about/handbook/misc/antiharassment; however, where applicable law mandates different procedures and/or policies with respect to Middlebury programs outside Vermont, those procedures and/or policies will apply.

Middlebury does not discriminate on the basis of sex in its education programs and activities, and Title IX of the Education Amendments of 1972 as amended ("Title IX"), as well as applicable state law, requires that it not discriminate in such a manner. Prohibited sex discrimination includes sexual harassment and sexual misconduct (which includes sexual assault and inappropriate sexual conduct) as defined by Middlebury's policies. The dean of the College is Middlebury's Title IX coordinator, and is responsible for coordinating Middlebury's efforts to comply with and carry out its responsibilities under Title IX. The Title IX coordinator's responsibilities include overseeing all Title IX complaints and identifying and addressing any patterns or systemic problems that arise during the review of such complaints. Inquiries concerning the application of Title IX may be referred to the dean of the College or to the United States Department of Education Office for Civil Rights.

Middlebury has a separate Sexual Misconduct, Domestic Violence, Dating Violence and Stalking policy, which applies to all students, faculty and staff in all Middlebury programs. The policy is available at: http://www.middlebury.edu/about/handbook/misc/sexual_misconduct_dv_stalking. Printed copies are also available upon request at a number of Middlebury offices, including dean of the College, dean of students, Commons deans, dean of the Faculty, Public Safety, Human Resources, vice president for Language Schools, Schools Abroad and Graduate Programs, and the appropriate supervisory authority for the Institute or other Middlebury program.

All members of the Middlebury community (faculty, staff, and students) have the right to pursue discrimination and harassment complaints, including sexual harassment and related retaliation, beyond Middlebury, utilizing local, state, or federal enforcement agencies, including local and state police agencies, as appropriate, regardless of whether they choose to file a complaint under this policy. These agencies can conduct impartial investigations, and facilitate conciliation, and if an agency finds that there is probable cause or reasonable grounds to believe that unlawful harassment, discrimination, or retaliation has occurred, it may take the case to court.

There are certain time deadlines for the filing of complaints with state and federal agencies and/or state or federal court. Therefore, individuals who choose to pursue harassment, discrimination, or retaliation charges beyond Middlebury’s procedures should contact these agencies or their attorney for further assistance.
There are many resources available to individuals who are involved in some way with an incident of discrimination, retaliation, or harassment, including sexual harassment.

Faculty, staff or students found to have violated this Anti-Harassment/Discrimination Policy may be subject to the full range of disciplinary actions, as applicable, up to and including termination of employment, suspension, or expulsion.

VERMONT

**Emergencies: Dial 911**

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<tr>
<th>Middlebury Police</th>
<th>802.388.3191</th>
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<td>Vermont State Police</td>
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<th>U.S. Department of Education Office for Civil Rights</th>
<th>Vermont Attorney General’s Office, Civil Rights Unit</th>
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<tr>
<td>8th Floor&lt;br&gt;5 Post Office Square&lt;br&gt;Boston, MA 02109-3921&lt;br&gt;Telephone: 617.289.0111&lt;br&gt;Facsimile: 617.289.0150&lt;br&gt;Email: <a href="mailto:OCR.Boston@ed.gov">OCR.Boston@ed.gov</a></td>
<td>109 State Street&lt;br&gt;Montpelier, VT 05609-1001&lt;br&gt;802.828.3171&lt;br&gt;802.828.3665 (TTY)&lt;br&gt;<a href="mailto:civilrights@atg.state.vt.us">civilrights@atg.state.vt.us</a></td>
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<th>Equal Employment Opportunity Commission</th>
<th>Vermont Human Rights Commission</th>
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<tr>
<td>33 Whitehall Street, 5th Floor&lt;br&gt;New York, NY 10004&lt;br&gt;Phone: 1.800.669.4000&lt;br&gt;Fax: 212.336.3790&lt;br&gt;TTY: 1.800.669.6820</td>
<td>14-16 Baldwin Street&lt;br&gt;Montpelier, VT 05633-6301&lt;br&gt;800.416.2010, x25 (voice)&lt;br&gt;802.828.2481 (fax)&lt;br&gt;877.294.9200 (TTY)&lt;br&gt;<a href="mailto:human.rights@state.vt.us">human.rights@state.vt.us</a></td>
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**Emergencies: Dial 911**

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<th>Monterey Police Department</th>
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<td>351 Madison Street Monterey, CA 93940&lt;br&gt;831.646.3914</td>
<td>Facsimile: 415.486.5570&lt;br&gt;Email: <a href="mailto:ocr.sanfrancisco@ed.gov">ocr.sanfrancisco@ed.gov</a></td>
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<th>Oakland Police Department</th>
<th>Equal Employment Opportunity Commission&lt;br&gt;Telephone: 415.625.5609&lt;br&gt;FAX: 1.800.669.6820</th>
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<td>455 7th Street&lt;br&gt;Oakland, CA 94607&lt;br&gt;510.777.3211, cell phone emergency&lt;br&gt;Other (not an emergency): 510.777.3333, 510.238.3455</td>
<td>350 The Embarcadero&lt;br&gt;Suite 500&lt;br&gt;San Francisco, CA 94105-1260&lt;br&gt;Fax: 415.625.5609&lt;br&gt;TTY: 1.800.669.6820</td>
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| Office for Civil Rights<br>U.S. Department of Education<br>50 Beale Street, Suite 7200<br>San Francisco, CA 94105-1813 | Department of Fair Employment and Housing (DFEH)<br>Oakland District Office<br>1515 Clay Street, Suite 701<br>Oakland, CA 94612<br>Telephone: 510.622.2941 |
Alcohol and Drug Policies

Introduction

Middlebury College, Middlebury Bread Loaf School of English, Middlebury Language Schools and Middlebury at Mills College are committed to promoting the health, safety, and responsibilities of its individuals and community. We expect all students to observe local, state, and federal laws governing the possession, use, and furnishing of alcoholic beverages and controlled substances. We also try to ensure that, in accordance with the Drug Free Schools and Community Act of 1989, our policies concerning alcohol and drugs are clear, readily understood, and applied consistently and equally to all students. When alcohol violations occur, students may face disciplinary action. Serious incidents that put others at risk of harm, as well as repeated offenses, require more vigorous responses, including referral to counseling or a treatment facility, a leave of absence, and/or disciplinary outcomes as appropriate.

Therefore, the College will:

a. Inform students of federal, Vermont, California, and local laws; it will also inform them of the policies of Middlebury College and Middlebury at Mills College to which they are accountable.

b. Encourage an environment of enriching extracurricular and social opportunities that includes substance-free events and healthy venues for students of legal age who choose to drink.

c. Educate members of the community through academic and student-life programs and policies about the role of alcohol and drugs in our society, safe and responsible decisions around alcohol consumption, and the negative individual and community consequences of abuse.

d. Where appropriate, provide educational and health services to students who choose to use alcohol or drugs, who experience negative consequences, or who violate the commitment to individual and community safety.

Policies

All students, faculty, staff, and visitors are subject to local, state, and federal laws, as well as College drug and alcohol policy rules and regulations, while on College-owned or leased properties or involved with off-campus activities sponsored by the College or a registered College organization. The College does not protect students from prosecution for drug or alcohol offenses under local, state, or federal laws, and it does not interfere with law
enforcement activities. Law enforcement officers may have the legal right to search individuals, and with consent or proper documentation they may search property—including College residence hall rooms—without prior notice. The College also reserves the right to furnish the police with information regarding alleged illegal activities.

In order to preserve our residents’ safety, the State of Vermont and Middlebury College both adhere to policies that limit disciplinary consequences when appropriate care is sought for individuals in drug- or alcohol-related distress. Please see the Good Samaritan Policy below for more information.

**Alcohol**

The following actions are prohibited:

a. Underage possession or drinking. Only people of legal age (21 or older in the U.S., and as defined by a foreign host country’s laws) may possess or consume alcoholic beverages. Legal proof of age, such as a valid driver’s license, state-issued liquor identification card, or a passport, may be required.

b. Purchasing, serving, or furnishing alcohol for, or to, a minor.

c. Selling, manufacturing, or distributing alcohol illegally.

d. Possession, production, or provision of false identification.

e. Operating a motor vehicle while under the influence of alcohol or other drugs. Driving on or off campus under the influence of drugs or alcohol is prohibited: fines are assessed, and driving privileges on campus will be suspended. Students charged by law enforcement officers with driving under the influence (DUI) and waiting the court outcome shall have their campus driving privileges suspended pending the court disposition. In those incidents where the DUI involves an accident with injuries to others, or other exceptional factors, immediate College disciplinary action may take place.

g. Bringing alcohol to a College event, or leaving a College event with alcoholic beverages provided at the event.

h. Possessing alcoholic beverages in unauthorized spaces. Open containers of alcohol are prohibited in public spaces, or outside on the campus grounds, unless the area has been designated for a registered or catered event. For purposes of this policy, residential hallways are normally considered private spaces. Students of legal age may transport open alcohol containers for personal use within residence halls, but using hallways for parties is prohibited. Individual Commons may designate certain spaces in residence halls as senior commons rooms; these spaces will be considered private.

i. Possession of alcohol in first-year residence halls.
j. Possession of kegs or common containers (e.g., punch bowls) by students of legal drinking age in a residential space without registering them first with the dean of students. Unauthorized kegs or common containers will be confiscated along with taps. Public Safety will return confiscated kegs and taps to the vendor.

k. Engaging in drinking games and other behaviors designed for the purpose of becoming intoxicated through alcohol abuse (e.g., funnels, keg stands, “around-the-world” parties, and other alcohol consumption based on speed and/or volume, etc.).

**Alcohol Citation System**

Middlebury College has alcohol infractions that hold students accountable for their actions, and provides resources and support for making safer choices. In addition to the responses to alcohol use noted above, the College issues written alcohol citations to underage students on campus possessing alcohol. The citation system allows the College to respond to underage alcohol possession as soon as it learns of it.

- **First citation:** The Commons dean issues a letter of warning to the student. The dean also provides specific information about Vermont law and College rules and expectations related to alcohol use.

- **Second citation:** The Commons dean issues the student a second warning letter.

- **Third citation:** The Commons dean sends the student a reprimand and sends a copy home to families or guardians. The student must meet with his or her Commons dean. The Commons dean may require additional educational requirements and/or assessments.

Further citations will result in more disciplinary sanctions and/or health-related referrals at the discretion of the Commons dean.

Because hard alcohol has been shown to correlate strongly with serious health risks, as well as negatively impacting the community, there normally will be more severe consequences for possessing hard alcohol than those outlined above.

Students may also receive sanctions and/or health and education requirements for alcohol-policy violations that don't include issued citations. At Middlebury, discipline is cumulative—which might mean greater sanctions assigned for repeated or accumulated violations—but it's not progressive. That is, depending on the violation's severity, a student could receive any sanction, even for a first offense.

In the Language Schools and at the Middlebury at Mills College, underage students found possessing alcohol will be reported to the Language School’s director and assistant dean for discipline.
Drugs

Middlebury Bread Loaf and Middlebury at Mills
The following actions are prohibited:

a. Using or possessing illegal drugs.

b. Using, possessing, selling, distributing, or manufacturing prescription medication without a properly issued prescription.

c. Distributing, selling, or possessing with the intent to distribute illegal drugs or controlled substances.

d. Growing or manufacturing any illegal substance.

e. Possessing drug paraphernalia that has been used.

Middlebury will respond to students who engage in prohibited behavior involving drugs through its general disciplinary processes, as well as with health, safety, and educational referrals and requirements, and/or law enforcement, as appropriate.

Middlebury at Mills College: Medical Marijuana Policy

As of August 2013, in accordance with federal law, Mills College doesn’t permit the use of marijuana on College property even if the use meets the qualifications of the California Compassionate Use Act, Proposition 215. Therefore, students who qualify under Proposition 215 to use marijuana for medical purposes are not permitted to possess, store, provide, or use the marijuana on College-owned or controlled property, including, but not limited to, residence halls, academic buildings, athletic facilities, and parking lots; or during College-sanctioned activities regardless of the location.

In all instances, any drugs or drug paraphernalia confiscated from individuals or found on the Mills College campus will be turned over to the Oakland Police Department for destruction. Each incident will be evaluated for disciplinary action on a case-by-case basis. “Drug paraphernalia” is broadly defined as all equipment, products, and materials intended for use or designed for use in planting, propagating, cultivating, growing, harvesting, manufacturing, compounding, converting, producing, processing, preparing, testing, analyzing, packaging, repackaging, storing, containing, concealing, injecting, ingesting, inhaling, or otherwise introducing into the human body a controlled substance.

Health and Community Responsibility

Middlebury believes that alcohol and other drug-related problems affect our entire community and that we’re all responsible for helping safeguard the community’s health. Anyone in the College community who knows of individuals on campus abusing alcohol or
in possession of and/or using illegal drugs should encourage these individuals to seek counseling and/or medical assistance. The community should also inform appropriate College staff members of instances of drug distribution and/or sales.

Middlebury views using drugs and excessive (or illegal) use of alcohol as a health concern as well as a disciplinary matter. If a Commons dean has reasonable concerns about a student’s health regarding these matters (even in cases involving no concrete evidence or direct witnesses) the dean can require a drug and/or alcohol consultation or assessment, on or off campus. The dean may also notify a student’s parents or guardians.

**Good Samaritan Policy**

Middlebury’s Good Samaritan policy encourages students to seek swift medical assistance for themselves and others without fear of penalty. Our primary concern is our students’ health and safety. We urge students not only to take care of their own wellbeing, but to equally take care of their peers.

At times when safety concerns arise from a student’s excessive drinking or drug use, students, without fear of disciplinary action, should seek help from Student Life staff, Public Safety, medical or counseling professionals, and/or local or state police. Neither the student in distress nor the student or organization seeking assistance will ordinarily be subject to disciplinary action for the possession, provision, or consumption of drugs and alcohol.

This policy refers only to isolated incidents and doesn’t excuse or protect those who flagrantly or repeatedly violate the alcohol and other drugs policy, nor does it preclude disciplinary action arising from violations of other College policies. In cases involving additional policy violations, Middlebury will consider the positive effects of reporting incidents and the health and safety needs of the involved students.

This policy can’t protect students from actions taken by law enforcement personnel, but it’s consistent with a law Vermont enacted in June 2013 that provides limited immunity from prosecution to a witness or victim of a drug or alcohol overdose who seeks medical assistance to save an overdose victim’s life. For more information about this act, please see Drugs and Alcohol: Policies, Laws and Resources:

http://www.middlebury.edu/about/handbook/misc/drug_and_alcohol.

**Laws and Resources**

For information specific to state and federal laws governing the use, possession, and distribution of drugs and alcohol, as well as additional resources, see Drugs and Alcohol: Policies, Laws, and Resources.

**Federal and State Laws**

Federal, state, and local laws pertaining to the illicit manufacture, possession, distribution, and use of drugs and alcohol are summarized below. The information regarding federal, state, and local drug and alcohol laws does not constitute legal advice. Please consult your attorney if you have
questions. This section is only a summary of certain drug and alcohol laws. Such laws may change from time to time; as such, you should access the statutes directly or consult your attorney to obtain the most up-to-date and accurate information.

**Federal Law**

Federal Penalties for Possession of Controlled Substances (21 U.S.C. § 844)

The laws and penalties are all listed on the U.S. Department of Justice’s Drug Enforcement Administration website.


Any person convicted of a federal drug crime punishable by imprisonment for more than one year shall forfeit to the United States any personal or real property that is related to the violation. This includes real property, personal property, money, and intangible personal property, including rights, privileges, interests, and claims.


Convictions for federal or state offenses consisting of the distribution of controlled substances: ineligible for any and all federal benefits for up to 5 years after a first conviction, up to 10 years after a second conviction, and permanent ineligibility for all federal benefits after a third or subsequent conviction.

Convictions for federal or state offenses related to possession of controlled substances: Ineligible for any and all federal benefits for up to one year, and/or drug treatment program and/or community service (first conviction); up to five years (second or subsequent conviction(s)), and or drug treatment program and/or community service.

Federal Trafficking Penalties Schedule (See also 21 U.S.C. § 841)

Full text of Controlled Substances Act
Section 812. Schedules of Controlled Substances
List of Controlled Substances

**Vermont Law**

**Alcohol**

Minors Misrepresenting age, Procuring, Possessing, or Consuming Liquors (7 V.S.A. § 656 and 7 V.S.A. § 657)

It is illegal for a person under the age of 21 to procure, possess, or consume alcohol.
First offense: Civil penalties include a $300 fine and a 90-day suspension of the person’s driver’s license (unless the person successfully meets the conditions of the court diversion board, including an alcohol-safety program).

Second offense: Fine up to $600 or prison up to 30 days, or both; a 120-day suspension of the person’s driver’s license; completion of an alcohol-and-driving program at the person’s expense.

Sale or Furnishing Alcohol to Minors or Enabling the Consumption of Alcohol by Minors (7 V.S.A. § 658)

It is illegal to sell or furnish alcohol to, or knowingly enable the consumption of alcohol by, a person under the age of 21. Fines range from $500-$2,000 or a prison term of up to two years, or both. Additional penalties will be imposed if the minor gets in an automobile accident that causes death or serious bodily injury to him/herself or others (prison term of up to five years or a fine of up to $10,000, or both).

Limited Immunity from Liability for Reporting a Drug or Alcohol Overdose (18 V.S.A. § 4254).

Act No. 71 (H.65) An act relating to limited immunity from liability for reporting a drug or alcohol overdose

In this act, the General Assembly states its intent to encourage a witness or victim of a drug overdose to seek medical assistance in order to save an overdose victim’s life by establishing a state policy of protecting the witness or victim from prosecution and conviction for certain crimes. The act provides limited immunity from citation or arrest of prosecution for people who, in good faith and in a timely manner, seeks medical assistance for someone experiencing a drug or alcohol overdose or for themselves if they are experiencing drug or alcohol overdoses.

Driving Under the Influence of Alcohol (23 V.S.A. § 1201)

A person shall not operate, attempt to operate, or be in actual physical control of any vehicle on a highway when the person’s alcohol concentration is 0.08 or more, or when the person is under the influence of alcohol, or when the person is under the combined influence of alcohol and any other drug to a degree which renders the person incapable of driving safely.

See also 23 V.S.A. § 1202 (Consent to Taking of Tests to Determine Blood Alcohol Content)

Penalties include the following, depending on the circumstances:

First-offense fine: up to $750 and/or prison up to two years.

See 23 V.S.A. 1206

License suspension and other conditions. See, e.g., 23 V.S.A. 1206 & 1209a.
DUI offense with death resulting: Fine up to $10,000 and/or prison between 1-15 years; separate penalties may be imposed for multiple deaths; other penalties may apply. License suspension and other conditions. See, e.g., 23 V.S.A. 1208 & 1209a

DUI offense with serious bodily injury resulting: Fine up to $5,000 and/or prison up to 15 years. Separate penalties may be imposed for each person injured. License suspension and other conditions. See, e.g., 23 V.S.A. 1208 & 1209a

Other penalties include alcohol screening and alcohol-and-driving education (depending on the circumstances); additional penalties apply for refusing to consent to blood alcohol testing. See, e.g., 23 V.S.A. §§ 1205, 1206, 1208, 1209a, 1210

**Illegal Drugs**

Marijuana:

- First offense: Fine up to $500 and/or prison up to six months.
- Subsequent offense: Fine up to $2,000 and/or prison up to two years.
- 2oz or more: Fine up to $10,000-$500,000 and/or prison up to 3-15 years.
- Trafficking: Fine up to $1,000,000 and/or prison up to 30 years. 18 V.S.A. § 4230

Cocaine:

- Fine up to $2,000 and/or prison up to one year. 18 V. S. A. §4231

LSD possession 18 V.S.A. §4232

Heroin possession 18 V.S.A. §4233

Depressant, stimulant, and narcotic drugs possession 18 V. S.A. §4234

Methamphetamine possession 18 V. S. A. §4234a

Ephedrine and pseudoephedrine possession 18 V. S.A. §4234b

Hallucinogenic drugs possession 18 V.S. A. §4235

Ecstasy possession 18 V.S.A. §4235a

Unlawful manufacture, distribution, dispensing, or sale of a noncontrolled drug or substance: Fine up to $5,000 and/or prison up to one year. If violation involves dispensing
or sale to person under 21: Fine up to $10,000 and/or prison up to two years. 18 V.S.A. § 4228

Manufacture or cultivation of a regulated drug (other than cultivation of marijuana): Fine up to $1,000,000 and/or prison up to 20 years. 18 V.S.A. § 4236

Selling or dispensing to minors; selling on school grounds; dispensing to minors: Prison up to five years. Selling: prison up to 10 years. Selling or dispensing on school grounds: Prison of up to 10 years. 18 V.S.A. § 4237

Penalties for dispensing or selling regulated drugs in a dwelling fine up to $1,000 and/or prison up to two years. 18 V.S.A. § 4252

Second and subsequent offenses for violating 18 V.S.A. §§ 4228, 4230, 4231, 4232, 4233, 4234, 4235, 4236 or 4237

Prison term or fine (up to twice that authorized by those sections) or both. 18 V.S.A. § 4238

Local Law Ordinance

A person who has in his or her possession an open container containing any malt or vinous beverage, or spirits, or alcohol while on town property without a permit specifically authorizing such possession or who violates a term or condition of permit issued under shall be subject to a fine not in excess of $1,000 this ordinance, for each violation.

Town property shall mean any street, highway, sidewalk, park, building, or any other place owned by, or under the authority and control of the town within the village area as defined on map #139: Village Area of Middlebury, Vermont, 1968 prepared by Hans Klunder Associates, Inc. and recorded in the Middlebury Town Clerk’s Office; and also Chipman Hill Park; Means Woods, Battell Woods, Wright Park, and East Middlebury Recreation Park.

Town of Middlebury - Alcoholic Beverage Restrictions An Ordinance For Restricting Alcoholic Beverage Use on Town Property can be found online at http://www.townofmiddlebury.org/index.asp?Type=B_BASIC&SEC=%7b7DB71523-F11A-4EAD-9E2B-4F894A4FB098%7d for the Town of Middlebury.

California Alcohol Laws
City of Oakland, California
Alcoholic Beverages and Other Drugs: Code of Ordinances

The City of Oakland uses the California penal code to enforce the statutes relating to both drug and alcohol laws.

California State Statutes
The statutes and sanctions pertaining to the unlawful possession, use, or distribution of illicit drugs and alcohol.

It is illegal for persons under the age of 21 to possess an alcohol beverage in any public place or any place open to the public (CA Business and Professions Code §25662)

Any person who furnishes, gives, or sells any alcoholic beverage to someone under the age of 21 is guilty of a misdemeanor (CA Business and Professions Code §25658 (a))

Any person under the age of 21 who attempts to purchase an alcoholic beverage is guilty of an infraction (CA Business and Professions Code § 25658.5)

It is illegal for a person under the age of 21 to drive a vehicle when he/she has a blood alcohol concentration (BAC) of 0.01% or higher (CA Vehicle Code § 23140(a))

CA Penal Code §647 (f) Found in a public place, anyone under the influence of intoxicating liquor, any drug, controlled substance, toluene, or any combination of the above and this person is unable to care for them self or the safety of others, or if they are obstructs or prevents other from the use of the street or sidewalk or other public way. They are considered drunk in public and subject to arrest.

CA Vehicle Code §23152 It is illegal to operate a motor vehicle while under the influence of alcohol or other intoxicants or with a blood alcohol level of 0.8% or higher.

CA Vehicle Code §23223 It is an infraction to possess an open container of an alcoholic beverage while in a motor vehicle.

CA Vehicle Code §23225 It is an infraction for the owner or driver of a motor vehicle to allow an open container of alcohol in the passenger area

CA Vehicle Code §21200.5 It is a misdemeanor to ride a bicycle under the influence of alcohol, drugs, or both.

**California Drug Laws**

Drugs: A controlled substance is any prescription drugs, per scripted by a doctor or pharmacist.

The drug laws are contained in the California Health and Safety Code.

11350 H&S Controlled substance. Possession of a designated controlled substance, drug, narcotic drug without a prescription.

11351 H&S Possession or the purchase for sale of a controlled substance, narcotic drug.
1135.2.1 H&S Possession of cocaine base for sale, i.e. rock/crack cocaine.

11352 H&S Transportation, sales, give away of, any designated controlled substance.

11357 H&S Unauthorized possession of marijuana.

11357.5 H&S Unauthorized dispensing, distributing or administering, possession for sale of any synthetic cannabinoid compound or derivative.

11358 H&S Unauthorized cultivation, harvesting, or processing of marijuana.

11359 H&S Possession for sales of marijuana.

1136.0 H&S Transportation for sales, import, or gave away marijuana.

11362.7 H&S (Definition) describes the use of the medical marijuana cards. (An attending physician certified by The Medical Board of California can prescribe medical marijuana to their patient.)

11362.71-11362.9 H&S Describes the issued fees for the medical marijuana card, all forms of transportation of the marijuana, cost of the card, and the penalties for the misuse of the card.

11364 H&S Opium pipes or other instruments for injecting or smoking a controlled substance (heroin, hashish, cocaine, or marijuana).

11377-11382.5 H&S is the punishment for possession of the controlled substance and narcotics.

11378.5 H&S Punishment for the possession of phencyclidine (PCP) is a felony.

**Information and Resources**

Using illicit drugs and unlawfully possessing and using alcohol is wrong and potentially harmful. Abusing alcohol and drugs can dramatically impact your professional, academic, and family life. We therefore encourage staff, faculty, and students experiencing difficulty with drugs or alcohol to contact one of the many resources available on or off campus. All community members should know where help is available. Resources and information regarding health risks and resources are available below.

**Health Risks Associated with the Abuse of Alcohol and the Use of Illicit Drugs**

According to the Centers for Disease Control and Prevention:

There are approximately 88,000 deaths attributable to excessive alcohol use each year in the United States.¹ This makes excessive alcohol use the 3rd leading lifestyle-related cause of death for the nation.² Excessive alcohol use is responsible for 2.5 million years of potential life lost (YPLL) annually, or an average of about 30 years of potential life lost for
each death. In 2006, there were more than 1.2 million emergency room visits and 2.7 million physician office visits due to excessive drinking. The economic costs of excessive alcohol consumption in 2006 were estimated at $223.5 billion.

The Standard Measure of Alcohol
In the U.S., a standard drink contains 0.6 ounces (14.0 grams or 1.2 tablespoons) of pure alcohol. Generally, this amount of pure alcohol is found in:

- 12 ounces of beer (5% alcohol content).
- 8 ounces of malt liquor (7% alcohol content).
- 5 ounces of wine (12% alcohol content).
- 1.5 ounces of 80-proof (40% alcohol content) distilled spirits or liquor (e.g., gin, rum, vodka, whiskey).

Definitions of Patterns of Drinking Alcohol
Excessive drinking includes heavy drinking, binge drinking, and any drinking by pregnant women or people younger than age 21.

- Binge drinking, the most common form of excessive alcohol consumption, is defined as:
  - Four or more drinks during a single occasion for women.
  - Five or more drinks during a single occasion for men.
- Heavy drinking is defined as:
  - Eight or more drinks per week for women.
  - Fifteen or more drinks per week for men.

Most people who binge drink are not alcoholics nor alcohol dependent.

The Dietary Guidelines for Americans suggests that if you drink alcohol, do so in moderation, which is defined as no more than one drink per day for women and no more than two drinks per day for men. However, some people should not drink any alcohol, including those who are:

- Pregnant or trying to become pregnant.
- Taking prescription or over-the-counter medications that may cause harmful reactions when mixed with alcohol.
- Younger than 21.
- Recovering from alcoholism or unable to control how much they drink.
- Suffering from a medical condition that alcohol may worsen.
Driving, planning to drive, or participating in other activities requiring skill, coordination, and alertness.

**Short-Term Health Risks**

Drinking too much alcohol can increase the risk of many harmful health conditions. These include:

- Injuries, including traffic injuries, falls, drownings, burns, and unintentional firearm injuries.\(^6\)
- Violence, including intimate-partner violence and child maltreatment. About 35% of victims report that offenders are under the influence of alcohol.\(^7\) Alcohol is also associated with two out of three incidents of intimate-partner violence.\(^7\) Studies have also shown that alcohol is a leading factor in child maltreatment and neglect cases, and the substance these parents most frequently abuse.\(^8\)
- Risky sexual behaviors, including unprotected sex, sex with multiple partners, and increased risk of sexual assault. These behaviors can result in unintended pregnancy or sexually transmitted diseases.\(^9, 10\)
- Miscarriage and stillbirth among pregnant women, and a combination of physical and mental birth defects among children.\(^11, 12\)
- Alcohol poisoning, a medical emergency that results from high blood-alcohol levels that suppress the central nervous system and can cause loss of consciousness, low blood pressure and body temperature, coma, respiratory depression, or death.\(^13\)

**Long-Term Health Risks**

Over time, drinking excessively can lead to chronic diseases, neurological impairments and social problems. These include but are not limited to:

- Neurological problems, including dementia, stroke and neuropathy.\(^14, 15\)
- Cardiovascular problems, including myocardial infarction, cardiomyopathy, atrial fibrillation and hypertension.\(^16\)
- Psychiatric problems, including depression, anxiety, and suicide.\(^17\)
- Social problems, including unemployment, lost productivity, and family problems.\(^18, 19\)
- Cancer of the mouth, throat, esophagus, liver, colon, and breast.\(^20\) In general, the risk of cancer increases with increasing amounts of alcohol.
- Liver diseases, including:
  - Alcoholic hepatitis.
  - Cirrhosis, which is among the 15 leading causes of all deaths in the U.S.\(^21\)
  - Among persons with Hepatitis C virus, worsening of liver function and interference with medications used to treat this condition.\(^22\)
- Other gastrointestinal problems, including pancreatitis and gastritis.\(^23, 24\)
For more information about alcohol, please visit the health-and-wellness education site on alcohol, which includes information about alcohol safety strategies, caffeinated alcoholic drinks, and the warning signs of alcohol poisoning.

National resources and references on alcohol include:

National Institute on Alcohol Abuse and Alcoholism

College Drinking - Changing the Culture

**Health Risks Associated with Drugs**

According to the United States Drug Enforcement Agency:

Even you’re just using a small amount, you can’t know the effects drugs will have on you, especially if it’s your first time. Everyone’s brain and body chemistry are different. Everyone’s tolerance for drugs is different. Using drugs can lead to abuse, addiction, serious health problems, and even death. Drugs that are legal—prescription and over-the-counter (OTC) medications—can be just as dangerous as illegal drugs.

- More young Americans die from drugs than suicides, firearms, or school violence.
- The use of illicit drugs, and the non-medical use of prescription drugs, directly led to the death of 38,000 Americans in 2006, nearly as many who died in automobile accidents.
- The only disease that affects more people than substance abuse in America today is heart disease.
- Substance abuse is the single largest contributor to crime in the U.S.
- In the latest year measured, the direct cost of drug abuse was estimated at $52 billion.


For more information about alcohol please visit the health and wellness education site on drugs, including the relationship between marijuana, anxiety, and depression, and non-medical prescription drug use and medication storage safety.

National resources and references on drugs include:

**Resources for Vermont Care and Treatment**

Parton Center for Health and Wellness: Centeno House (for students)

Health Service: 802-443-5135
Counseling: 802-443-5141

Brief Alcohol Screening for College Students (BASICS): 802-443-5141

Employee Assistance Program: (1-800-828-6025) (faculty and staff)

Alcoholics Anonymous/Local AA Meetings:
http://theagapecenter.com/AAinUSA/Vermont.htm

Vermont Department of Health: http://healthvermont.gov/adap/resources.aspx#help

Friends of Recovery-Vermont: http://www.friendsofrecoveryvt.org/

California Alcohol- and Drug-Treatment Resources

Alameda Social Services
ACCESS 1-800-491-9099
http://www.alamedasocialservices.org/public/services/medical_care/substance_abuse.cf
m

Berkeley Free Clinic Information and Resources Collective
510-548-2570
http://www.berkeleyfreeclinic.org/pages/resources

SAMHSA Center for Substance Abuse Treatment Referral Hotline
1-800-662-HELP
http://findtreatment.samhsa.gov/about.htm

Alcoholics Anonymous
East Bay Intergroup Central Office
510-839-8900
http://www.eastbayaa.org

Intercounty Fellowship of A.A.
San Francisco
415-674-1821
http://www.aasf.org

Narcotics Anonymous
East Bay Central Area
(510) 444-HOPE
http://www.naalamedacounty.org

San Francisco Area
(415) 621-8600
http://www.sfna.org

**Other Information Sources**
For more information on addiction to prescription medications and other drugs, visit:
http://www.drugabuse.gov/

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**Firearms and Weapons Policies**

**Middlebury College Campus and Bread Loaf Campus Weapons Regulations**

The Middlebury College and Bread Loaf campuses prohibit weapons. You may not hand-load ammunition, nor store, nor possess hand-loading materials on campus. If someone has a weapon in a College building, residence hall, or anywhere else on College grounds (including locked in a vehicle), or if a weapon is discovered, that weapon may be confiscated and disciplinary action may be taken against the owner or person in possession.

A *weapon* means any firearm, explosive, club, or object that has been intended to harm person or property, or replica of such a firearm or object.

Weapons also include, but are not limited to, pellet or BB guns, paintball or airsoft guns, blackjacks, slingshots, billyclubs, sandclubs, or metal knuckles (including replica or facsimile weapons), toy weapons (including "nerf" guns, or any device capable of launching a projectile or substance), and other devices that could reasonably be mistaken for weapons or explosives. Weapons also include knives with six-inch or longer blades, and knives with blades less than six inches but designed for violence, such as switchblades or double-edged blades.

**Exceptions and Storage**

Public Safety must approve in advance exceptions for the possession or use of toy or replica weapons in a College-sanctioned activity or academic program. Public Safety can also store students’ firearms or hunting weapons. The storage rules are as follows.

1. **Middlebury College will only provide storage for hunting rifles, shotguns, hunting knives, and bows and archery supplies. Students must register these weapons and store them with Public Safety. Handguns are never permitted on campus unless a student’s employer issues or authorizes duty weapons. In such cases, the handgun must be registered and stored with Public Safety.**

2. **Storage is limited to one firearm per person. Upon written request, the Public Safety director may grant permission to store additional weapons. All owners will abide by the firearms-storage policy concerning storage-time limits and penalties.**
3. Firearm permits shall be issued for one academic year. Owners must claim their weapons at the academic term's close or if they move out of student housing. Firearm permits may be renewed upon request.

4. When permits are granted, the make, model, serial number, and caliber of the weapon shall be recorded on the permit and filed with Public Safety.

5. A firearm permit may be revoked for any violation of rules governing firearm possession.

Mills College Fireworks, Firearms, and Weapons Policy

Mills College strictly prohibits fireworks, firearms, ammunition, and other weapons or materials that endanger student health or safety. The possession or use of such on college property is sufficient cause for disciplinary action. No person, unless excepted as described, shall carry any rifle, gun, knife, weapon or ammunition of any kind on Mills College property. Exceptions shall apply to law enforcement personnel who are duly authorized to wear, carry, or transport a handgun when they are on active assignment and engaged in law enforcement.

Possessing a concealed weapon or automatic weapon of any kind is illegal on campus grounds. Campus policy prohibits bringing on campus explosives, air guns, BB guns, crossbows, bows and arrows, spring-type guns, slingshots, firecrackers, fireworks, cherry bombs, switchblades, dirks, daggers, stun guns, metal knuckles, nunchaku, and knives with blades longer than 2.5 inches. Anyone in possession or using any of these weapons can and will be subject to disciplinary action or arrest.

If you see a firearm or other weapon on College property, please alert the Mills Department of Public Safety immediately (510-430-5555). Describe the location of the weapon and/or the individual carrying it. If you believe that some is using, or about to use, a weapon, dial 911.

Fire Safety & Fire Statistics

Middlebury College Campus

Fire Safety inspections will be organized and conducted on an on-going basis as deemed appropriate during the academic year. Students will be reminded that inspections will occur at the beginning of each semester, and will be advised of the conditions following the inspections. Any material in violation of the fire safety guidelines will be confiscated at the time of the inspection, and the student fined.

Fire Safety violations include but are not limited to: possession of new or burned candles, incense, halogen lamps, portable heaters, string lights (with the exception of rope lights), dangerous chemicals, or hazardous materials. Fire safety violations also include blocking the means of egress, or hanging tapestries on more than two non-adjacent walls and/or the ceiling. Discovery of any of these violations will result in
confiscation and disposal of the prohibited item, fines, and the possibility of additional disciplinary measures.

Tampering with fire or life-safety equipment is prohibited and subject to fines. These charges will be borne collectively by the residence hall if the responsible individual(s) cannot be identified. When an individual is identified, the individual is fined, and the additional cost to repair or replace equipment is assessed. The individual is also subject to disciplinary action. “Fire- and life-safety equipment” includes fire alarms, equipment, pull stations, extinguishers, and hydrants, smoke detectors, smoke detector batteries, carbon monoxide detectors, and sprinklers. Any problems with smoke detectors must be reported to the Department of Public Safety or Facilities Services immediately, as nonfunctioning detectors endanger the lives of all residents.

Use of fire, or lighting a fire without an authorized fire permit, inside or outside of buildings, other than smoking in authorized outdoor spaces, is prohibited. The use of outdoor grills is limited to authorized locations at small houses and must be approved before use. The use of portable fire pits is prohibited.

Smoking is prohibited in all campus buildings, including the small residential houses. This includes porches, balconies, decks or any part of the building structure. E-cigarette smoking is also prohibited in campus buildings. Failure to observe this policy will be treated as a fire safety violation and subject to College discipline and fines as appropriate.

Fire escapes may only be accessed during fire drills or a fire emergency. Students must exit a building when a fire alarm sounds; fines may be assessed for failure to do so.

Several College residence halls and lounges have working fireplaces. Before using a fireplace, permission is required from the Commons office associated with the residence. Fires in fireplaces should never be unattended and there should always be a fire extinguisher present in the vicinity when there is any fire in the fireplace. The use of chemical fire starters is prohibited.

Fire Safety Education and Training Programs

Middlebury College

The Environmental Health and Safety coordinator conducts trainings for faculty, staff and students. All new employees are trained on fire safety and evacuation procedures. Annual training on fire safety, fire extinguisher and evacuation procedure is required for Facilities Services staff and Dining staff. During residential life orientation, the residential life staff attend a three hour training. The training includes a video on dorm safety, use of a fire extinguisher, building evacuation procedures and the process for conducting fire safety checks in student dorm rooms.
To help prevent fires, please observe the following:

- Keep room entries, exits, and hallways free of potential obstructions, such as boxes, bicycles, and mattresses.
- Don’t overload outlets.
- Avoid using extension cords whenever possible.
- In dorm rooms, don’t use hot plates, toasters, or cooking appliances.
- Don’t hang anything from sprinkler pipes or heads.
- Don’t build or place anything over the room’s radiator that will disrupt the free flow of air around it.
- Always leave magnifying mirrors face down so they won’t magnify sunlight.
- You may not use candles, halogen lamps, or portable heaters.
- Avoid hanging lights and paper together. Don’t hang lights or streamers on the side of doors facing corridors.
- No smoking.
- For office spaces permitted to have Christmas trees, the tree must be properly treated and kept away from heat sources. You must turn off tree lights before leaving your office. Student rooms and suites may not have Christmas trees.

**Fire-Systems Descriptions at Middlebury College Campus**

Monitored on site by Public Safety: The devices in the residence halls are all connected to the building’s main fire panel and send a signal or alarm to the Public Safety alarm receiver when activated.

Unsupervised: Smoke or CO detectors not connected to a fire panel. These devices are located in some small houses or residential rooms.

Large dormitories have sprinklers and fire alarm systems that alert Public Safety. Some small, residential student housing have room smoke detectors that are not part of this fire-alarm system. These smaller houses do have sprinkler systems, however, and most have hallway smoke detectors that alert Public Safety. Public Safety conducts two fire drills during the academic year. In each residence hall, one drill takes place during the fall, the other in the spring.

Facilities Services regularly tests all of the sprinkler systems in the large dorms, as well as testing and annually cleaning all the fire-alarm systems. College technicians respond to every reported alarm or system trouble and test or repair systems on both campuses to make sure they’re functional. These technicians annually change smoke detectors, and annually test exit signs, emergency lights, and fire extinguishers. Custodians, night watchmen, and Public Safety officers regularly check the fire safety equipment.
## Middlebury College Fire System

### Fire System  
- Sprinkler System Coverage  
- Fire Alarm Monitored on site by Public Safety at 125 South Main Street  
- Standalone Unsupervised system  
- Battery operated in student rooms  
- Wall Plug In or ceiling mounted Unsupervised  
- Wall, Ceiling Mounted monitored by DPS  
- CO activated Blue Light on Building  

### Carbon Monoxide Detection

### Fire Drills

<table>
<thead>
<tr>
<th>Building Name</th>
<th>911 Address</th>
<th>Sprinkler System Coverage</th>
<th>Fire Alarm Monitored on site by Public Safety at 125 South Main Street</th>
<th>Standalone Unsupervised system</th>
<th>Battery operated in student rooms</th>
<th>Wall Plug In or ceiling mounted Unsupervised</th>
<th>Wall, Ceiling Mounted monitored by DPS</th>
<th>CO activated Blue Light on Building</th>
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Bread Loaf Campus, Ripton, VT

Fire Safety

Building Life-Safety Systems: You’re required to evacuate should the alarm sound in your building.

Though rustic, our buildings are equipped with modern life-safety systems to ensure your safety and security. There are a variety of life-safety systems you should be aware of. Each residential building is equipped with two types of alarms: smoke and carbon monoxide.

Automated alarm systems are located in the Annex, the Barn, Birch, Cherry, Larch, Maple, Treman, and Tamarack.

- In the event of a carbon-monoxide alarm, the sirens will sound and the blue light on the outside of your house will be flashing. Evacuate immediately and do not reenter the building until instructed to do so.

- In the event of a fire, the sirens will sound and the red light on the outside of your house will be flashing. Evacuate immediately and do not reenter the building until instructed to do so.

The fire department will respond. These systems automatically notify Public Safety, which will dispatch the fire department. Once you’ve safely evacuated, please call the Bread Loaf emergency line (x2911 or 802-443-2911) to confirm that help is on its way.

The Bread Loaf Inn is equipped with a very loud air raid siren. Though the sound dates back to World War II, the system will alarm when fire is present or when a pull-station is actuated. Should you hear the siren, you must evacuate the inn. Don’t reenter the building until instructed to do so.

All other Bread Loaf residential buildings are equipped with standard smoke and carbon-monoxide detectors. When in alarm, the siren will sound and a voice command will tell you to evacuate and will tell you “fire” or “carbon monoxide.” For carbon-monoxide alarms, you must immediately evacuate. For fire alarms, please assess the situation. Do you see smoke or fire? If there’s fire, evacuate immediately and call 911. Don’t reenter the building until instructed to do so. If there’s no smoke and no fire, but the alarm is sounding, please call the Bread Loaf emergency line (x 2911 or 802-443-2911).

Fire Safety Systems

All of our large buildings are equipped with sprinkler systems which will activate if there’s a fire. Please don’t use sprinkler heads and pipes to hang items from. This can cause the sprinkler system to release water, which in turn can cause property damage.
Facilities Services regularly tests all of the sprinkler systems in the large dorms, as well as testing and annually cleaning all the fire-alarm systems. College technicians respond to every reported alarm or system trouble and test or repair systems on both campuses to make sure they're functional. These technicians annually change smoke detectors, and annually test exit signs, emergency lights, and fire extinguishers.

Monitored on site by Public Safety: The devices in the residence halls are all connected to the building’s main fire panel and send a signal or alarm to the Public Safety alarm receiver when activated.

Unsupervised: Smoke or CO detectors not connected to a fire panel. These devices are located in some small houses or residential rooms.

<table>
<thead>
<tr>
<th>Bread Loaf Campus, Ripton, VT Building Name</th>
<th>911 Address</th>
<th>Fire System</th>
<th>Carbon Monoxide Detection</th>
<th>Fire Drills</th>
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<tbody>
<tr>
<td></td>
<td></td>
<td>Sprinkler System Coverage</td>
<td>Fire Alarm Monitored on site by Public Safety at 125 South Main Street</td>
<td>Fire Drills</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Standalone Unsupervised System</td>
<td>Battery operated in student rooms</td>
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</tr>
<tr>
<td></td>
<td></td>
<td>Wall Plug In or ceiling mounted Unsupervised</td>
<td>Wall, Ceiling Mounted monitored by DPS</td>
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<tr>
<td></td>
<td></td>
<td>CO activated Blue Light on Building</td>
<td>Number of Fire Drills</td>
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</tr>
<tr>
<td>Annex 4265 Route 125</td>
<td>X</td>
<td>X</td>
<td>X</td>
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<td>Barn 106 College Cross Rd.</td>
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<td>X</td>
<td>X</td>
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<td>Birch 4311 Route 125</td>
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<td>X</td>
<td>X</td>
<td>0</td>
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<tr>
<td>Brady Brook 3988 Route 125</td>
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<td>X</td>
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<td>Bridgeman 4274 Route 125</td>
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<tr>
<td>Building Name</td>
<td>911 Address</td>
<td>Fire System Coverage</td>
<td>Fire Alarm Monitored on site by Public Safety at 125 South Main Street</td>
<td>Standalone Unsupervised System</td>
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<td>Deacon Hill</td>
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<tr>
<td>Cherry</td>
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<td>Earthworm</td>
<td>3915</td>
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<td>Frost Farm Road</td>
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<td>Inn</td>
<td>4265</td>
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<td>Larch</td>
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<td>Maple</td>
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<td>Myhre</td>
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<td>School House</td>
<td>13</td>
<td>Brooks Road</td>
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<td>Tamarack</td>
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<td>X X</td>
<td>X</td>
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<td>Treman</td>
<td>4290</td>
<td>Route 125</td>
<td>X</td>
<td>X</td>
</tr>
</tbody>
</table>
Middlebury at Mills College, Oakland, CA

**Fire Safety**

If you see smoke or flames, or otherwise suspect a fire, take the following actions. Pull the nearest fire alarm, yell "fire," quickly but calmly evacuate, and close all doors. If possible, grab towels to cover your faces while exiting. However, don't collect personal belongings. Assist mobility-impaired people exiting the building. When exiting, touch all the tops of doors to feel if they're hot before opening them. If a door is hot, try to find an alternative exit.

Once outside the building, call the Oakland Fire Department at 911 and the Mills College Department of Public Safety at x5555 or at 510-430-5555. You must call these numbers, as a fire is not necessarily automatically reported with the building's fire alarm.

Proceed to the emergency assembly area so the building can be accounted for and to assist in accounting for others. For a list of emergency assembly areas, see the Language School coordinator.

**Fire Statistics: Definitions and Collection Requirements**

Fire: any instance of open flame or other burning in places not intended to contain burning (or in an uncontrolled manner). Fires can be intentional, unintentional, mechanical, or stem from the natural environment. The cause might be undetermined.

False alarm: a fire-alarm system becomes activated without the presence of fire or danger. It could be a system malfunction—a dirty detector, for instance.

Unwanted alarm: a fire-alarm system becomes activated as it was designed to do, but the cause of the alarm is false, perhaps stemming from steam, fog, or smoke from cooking.

Fire-related injury: an instance in which a fire injures a person—including injuries sustained from natural or accidental cause while attempting fire control, rescue, or escaping a fire’s dangers.

Fire-related death: an instance in which a fire kills a person, including death from natural or accidental causes while attempting fire control, rescue, or escaping a fire’s dangers. Or an instance in which someone dies of fire-sustained injuries within one year of that fire.
<table>
<thead>
<tr>
<th>911</th>
<th>Street Name</th>
<th>Student Residential Facility</th>
<th>Total Number of Fires in Each Building</th>
<th>Fire Number</th>
<th>Cause of Fire</th>
<th>Number of Injuries that Required Treatment</th>
<th>Number of Deaths Related to a Fire</th>
<th>Value of Property Damage Caused by Fire</th>
</tr>
</thead>
<tbody>
<tr>
<td>911</td>
<td>Adirondack View</td>
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<td>NA</td>
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<td>N A</td>
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<tr>
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<td>Adirondack View</td>
<td>33 Adirondack View</td>
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<td>NA</td>
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<td>N A</td>
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<td>Adirondack View</td>
<td>82 Adirondack View</td>
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<td>97 Adirondack View</td>
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<td>Adirondack View</td>
<td>99 Adirondack View</td>
<td>0 0 0 0 0 0</td>
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<td>911</td>
<td>Street Name</td>
<td>Student Residential Facility</td>
<td>Total Number of fires in each Building</td>
<td>Fire Number</td>
<td>Cause of Fire</td>
<td>Number of Injuries that Required Treatment</td>
<td>Number of Deaths Related to a fire</td>
<td>Value of Property Damaged Caused by Fire</td>
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<tr>
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<td>Street Name</td>
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<td>Total Number of Fires in Each Building</td>
<td>Fire Number</td>
<td>Cause of Fire</td>
<td>Number of Injuries that Required Treatment</td>
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<td>Value of Property damage Caused by Fire</td>
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<td>Street Name</td>
<td>Student Residential Facility</td>
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<tr>
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<td>2 0 0 0 1 1 1 2 3</td>
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<td>2 1 0 0 1 1 1 2 3</td>
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<td>Undetermined burn mark on bed post</td>
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<td>2 1 0 0 1 1 1 2 3</td>
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<td>Lang</td>
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<td>0 N A</td>
<td>$100-999</td>
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<td></td>
<td>Starr Hall</td>
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<tr>
<td>Street Name</td>
<td>Street Name</td>
<td>Total Number of Fires in Each Building</td>
<td>Fire Number</td>
<td>Cause of Fire</td>
<td>Number of Injuries that Required Treatment</td>
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Mills Campus Fire Statistics

Note: The statistics include the Mills academic year plus the two months that Middlebury is at Mills for the summer.

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Maps & 911 Address Listings

Middlebury College Campus Map (Middlebury VT)
Bread Loaf Campus hosts a variety of programs throughout the year. During the summer months, Bread Loaf is the home of the Bread Loaf School of English and the Writers’ Conference. During the winter, the Rikert Ski Touring Center sets up shop in Barn East. Spring and fall bring a variety of other events to Bread Loaf.

**Bread Loaf Campus – 911 Addresses**

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<tr>
<th>Name</th>
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Middlebury College and the Bread Loaf Campus Maps can be found online at
http://www.middlebury.edu/about/campus/campusmap
Middlebury at Mills (Oakland, CA)

Middlebury at Mills brings our established Language Schools programs to the historic Mills College campus in Oakland, California. This provides a unique opportunity for our West Coast students to experience Language Schools closer to home, and for East Coast students to explore the liveliness and cultural diversity of the Bay Area.

Maps can be found at: http://www.mills.edu/maps/campus_map.pdf and at http://www.mills.edu/maps/.