Middlebury College Campus (Middlebury, VT)

Emergency  911

On Campus

Public Safety Emergency Line  802-443-5911
Public Safety Business Line  802-443-5133
Emergency Line Information Recordings  802-443-2500
Emergency Notification Line Recordings  802-388-0409
(Taken by facilities/hr for updates.)

Title IX Coordinator/Compliance Officer  802-443-3289
Human Relations Officers  802-443-3474 or
802-443-3426
Judicial Affairs Officer  802-443-2024
College Chaplain  802-443-5626
MIDDSAFE (Academic Year)  802-377-0239
SANE (Sexual Assault Nurse Examiner at Parton)  802-443-5135
Counseling Center  802-443-5141
Health Center  802-443-5135
Commons Offices
Atwater Commons  802-443-3310
Braider Commons  802-443-3320
Cook Commons  802-443-3330
Ross Commons  802-443-3340
Wonnacott Commons  802-443-3350
Dean of Students Office  802-443-3233
Vice President for Student Affairs and Dean of the College  802-443-5382
Environmental Health and Safety  802-443-5726
Facilities Services  802-443-5472
Health and Wellness Education  802-443-5414
Human Resources  802-443-5465
Language Schools Office—General Info  802-443-5510
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  802-443-5292
Russian School  802-443-2006
Spanish School
6-week  802-443-5539
7-week  802-443-5538

Middlebury Police Department  802-388-3191
Vermont State Police, New Haven, VT  802-388-4919
Addison County State’s Attorney’s Office  802-388-7931
Vermont Legal Aid  800-889-2047
Porter Hospital, Middlebury, VT  802-388-4701
WomenSafe  802-388-4205
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
University of Vermont Medical Center, Burlington, VT  802-847-0000

For Victims with Disabilities
Main number  202-467-8700
ADA Voice  800-514-0301
TTY  800-514-0383
National Domestic Violence Hotline  800-799-7233
RAINN (Rape, Abuse, and Incest National Network)  800-656-HOPE
Rutland Regional Medical Center  802-775-7111
SafeSpace  802-863-0003

Web Resources
Crimereports.com
VT Alerts: http://vtalert.gov/
Vermont 511: http://vtransmaps.vermont.gov/VTrans511/511live.htm
National Domestic Violence Hotline: http://www.thehotline.org/
Not Alone: https://www.notalone.gov/
Stalking Resource Center: http://www.victimsofcrime.org/our-programs/stalking-resource-center
Rape, Abuse, and Incest National Network: http://www.rainn.org

Middlebury College (Middlebury, VT)

Bread Loaf Campus (Ripton, VT)

Emergency  911

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  802-388-7948
Public Safety Emergency Line  802-443-5911
Emergency-Line Information Recordings
Used by Facilities/Human Resources for updates.
Emergency Notification Line Recordings  802-388-0409
(Taken by Facilities/hr when an emergency notification message is sent.)
San Francisco Women Against Rape: http://www.sfwar.org/resources.html

Oakland Police Department (emergency Line)
Kaiser Permanente ER
California State Police
Alta Bates Summit Hospital
Middlebury at Mills (Oakland, CA)
Emergency
Emergency call from cell phone you can also dial
On Campus
Public Safety
Middlebury at Mills Administration
Dan Fisher, Operations Manager
Sasha Miyamoto, Administrative Associate
Counseling and Psychological Services
Off Campus
Alta Bates Summit Hospital
California State Police
Domestic Violence Help
Kaiser Permanente ER
Oakland Police Department (non-emergency)
Oakland Police Department (emergency Line)
Urgent Care
San Leandro Clinic business hours
San Leandro Clinic after hours
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
San Francisco Domestic Violence Consortium http://www.dvcpartners.org/
Transportation: 511.org

For Language School numbers and other off-campus numbers and resources see Middlebury College information found earlier in this document.
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Message from the Director of Public Safety:

This Annual Security Report contains information on security programs, procedures, and safety practices for Middlebury College, the Ripton, VT Bread Loaf campus, and the Middlebury at Mills College campus in Oakland, CA. This Annual Security Report also collects and reports the annual statistics of certain crimes committed on the main campus, the Ripton, VT campus, and at the non-campus buildings and properties that are owned or controlled by Middlebury that are used in direct support of or in relation to Middlebury’s educational purposes, are frequently used by students, and are not within the same reasonably contiguous geographic area of a Middlebury campus or Bread Loaf campus in Ripton. This report contains the statistics for certain crimes committed at the Middlebury at Mills College campus during the contracted period associated with the Language Schools summer program.

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 Annual Security Report are distributed via email to all students, faculty, and staff at Middlebury College, the Bread Loaf School of English, and Middlebury at Mills Language Schools in Oakland, CA. Printed copies are available to prospective students and prospective employees and are provided upon request at the Middlebury Department of Public Safety, the Bread Loaf School of English director’s office, Bread Loaf Inn, Ripton, VT (while the program is in session), and the Mills College Public Safety Office (while the Middlebury summer language programs are in session).

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.

If you have questions or suggestions about this annual security report or regarding safety and security at Middlebury College, Bread Loaf, or the Middlebury at Mills Language Schools, 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
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 who are available by phone, at all times of the day and night. Department members regularly patrol campus on foot and in cruisers, and they respond to emergencies. Public Safety reports to the Vice President for Student Affairs/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 of Public Safety’s Access and Parking Services has scheduled hours. There is a phone in the vestibule that can be used to contact the telecommunicator and officer when the office is closed. For the current schedule of office hours, visit the Public Safety web site at http://www.middlebury.edu/offices/health/publicsafety

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, three full-time sergeants, a part-time investigator, an administrative assistant, twelve 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 at the end of this report.) 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 phone system to be sent directly to the statewide-911 dispatching service. Public Safety learns of the College 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.

**Agreements 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. This is the only cooperative agreement or memorandum of understanding to which Middlebury is a party at any of its campuses.

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 Department 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 Department on the main campus.

**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.

Mills 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**

Mills 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 Mills 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 Mills 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**

Mills 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 at any of the Middlebury programs or anywhere in the United States, **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 or the cell phone number.
- 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 may cause 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 or other designated security department or official and local law enforcement accurately, promptly and in a timely manner. This should also be done when a victim elects to, or is unable to, make such a report.

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 or other designated department or official to ensure inclusion in the annual crime statistics and to aid us in providing timely warning notices to the community as appropriate.

This section contains reporting information for the Middlebury College campus and its non-campus buildings, for the Bread Loaf campus and its non-campus buildings and for the Mills College campus.

Noncampus buildings or property.

If a Middlebury student, staff or faculty person becomes aware of a crime or emergency or needs to make a request for related assistance connected with a noncampus location (that is, any building or property owned or controlled by Middlebury that is used in direct support of Middlebury's educational purposes and which is frequently used by students, but which is not within the same reasonably contiguous geographic area as one of Middlebury's campuses), they are encouraged to immediately contact the on-site director or designee or the security or public safety officials responsible for the building or location. Individuals are encouraged to report crimes to Middlebury departments or officials responsible for security-related issues or administration, and to local police agencies as appropriate and/or required by applicable law.

Middlebury College Campus, Middlebury, VT

Emergencies: Dial 911
Ambulance, Police, or Fire Department: 911
Middlebury Police: (802) 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.
Reports can also be made in person at the Department of Public Safety, 125 South Main Street, Middlebury, VT.

**Bread Loaf Campus, Ripton, VT**
Ambulance, Fire Department or Vermont State Police: **911**
Bread Loaf Campus: **911**
The Bread Loaf Campus address: **4229 Rte. 125, Ripton, VT**
Front Desk, Bread Loaf Inn: **ext. 2700 or (802) 443-2700**
Resident Caretaker: **(802) 443-7945**
Department of Public Safety, Middlebury College campus: **ext. 5911 or (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 or (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
Police, fire and paramedics, call 911
Mills College Public Safety—at (510) 430-5555 (x5555 from campus phones)
Oakland Police from your cell phone, dial (510) 777-3211.
California State Police, call 800.TELL.CHP (1.800.835.5247)

Oakland Police Department non-emergency numbers:
   for landline users    (510) 238-3227
   for cell phone users  (510) 777-3333

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.

Millis College Public Safety 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.

People may 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.

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.

Mills College 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.

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.

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, counselors are encouraged to explain to a victim that the counselor could inform Public Safety of the crime solely for statistical purposes, keeping the victim’s name anonymous. If
the victim agrees, the counselor would complete the CSA form and leave all identifying information blank. Counselors are defined as:

1. **Pastoral Counselor:** An employee of an institution, who is associated with a religious order or denomination, who 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 mental health counseling to members of the institution’s community and who is functioning within the scope of his or her license or certification.

**Anonymous Reporting**

Anonymous reports regarding the Middlebury, Vermont campus can be made to the Addison County (Vermont) Crime Stoppers at the number below. For crimes occurring on the Mills College campus in Oakland, CA, the reporting party may contact the Anonymous Tip to the Oakland Police at the numbers below. Voluntary, confidential reporting of crimes for inclusion in annual disclosure of crime statistics may be made to the public safety officers at the various Middlebury campuses (contact information provided above).

- Vermont – Addison County Crime Stoppers
  - 1(800) 432-5436

- Oakland, California Tip Lines
  - 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 for Middlebury College: Public Safety staff, vice president for student affairs, dean of students, Commons heads, Commons deans, Commons coordinators, CRAs, CAs, or RAs, judicial affairs officers, human relations officers, Title IX coordinator, director of outdoor programs, student activities program and events manager, associate dean of students for student activities and orientation, assistant director of student organizations and orientation, associate dean of students for residential and student life, director, center for race and ethnicity, associate
director, intercultural center, director of community engagement, assistant director of community engagement, assistant director of community engagement, Posse mentors, Organic Farm educator, Global Food Studies coordinator, MiddCORE director, any faculty or staff who travel with students on programs to foreign or domestic locations, the director of Athletics, coaches, the Environmental Health and Safety Coordinator and advisors to student groups or organizations.

For Language Schools, School of the Environment, and other Middlebury programs at Middlebury College there are additional CSAs. These are directors and assistant or associate directors of each Language School, and the dean and the assistant dean of Language Schools.

For the Bread Loaf School of English in Ripton, VT, there are additional CSAs. These are the director and the associate director of Bread Loaf School of English.

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

For the Language Schools located at the Middlebury at Mills College site in Oakland, California, the additional CSAs are the directors, assistant directors and/or associate directors of each Language School, the dean and assistant dean of Language Schools, the Middlebury Operations Manager at Mills, and the Public Safety staff at Mills College.

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 will report to the public safety department at their respective campus. You can also make a report by filing out the Campus Security Authority crime-report form. This report will be forwarded to the Middlebury College Department of Public Safety. 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).

If a Middlebury student, staff or faculty person becomes aware of a crime or emergency or needs to make a request for related assistance connected with a noncampus location in the United States or abroad (that is, any building or property owned or controlled by Middlebury that is used in direct support of Middlebury’s educational purposes and which is frequently used by students, but which is not within the same reasonably contiguous geographic area as one of Middlebury’s campuses), they are encouraged to immediately contact the on-site director or designee.

**Clery crimes that have to be reported by the CSA and included in the Annual Security Report**

Crimes that fall within the scope of the Clery Act include the following. CSAs are required to report such crimes to Public Safety at Middlebury or Public Safety at Mills College so that the crime report can be included in annual crime statistics, and
so that appropriate Public Safety department can determine whether to issue a timely warning.

- Murder and Non-negligent Manslaughter
- Negligent Manslaughter
- Sex Offenses (that is, rape, fondling, incest and statutory rape)
- 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-theft, destruction/damage/vandalism of property, intimidation (threats of injury or violence), or simple assault, if there is evidence that the victim was intentionally selected because of the perpetrator’s bias against the victim on the basis of race, religion, gender, gender identity, sexual orientation, ethnicity, national origin, or disability
- Domestic violence
- Dating violence
- Stalking

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

CSAs should also report arrests for liquor law violations, drug law violations, and illegal weapons possession, and referrals for campus disciplinary action for liquor law violations, drug law violations, and illegal weapons possession.

**Timely Warning**

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

The Department of Public Safety or other site-specific designee will issue timely warnings regarding reported crimes that are reported to Middlebury by CSAs, local law enforcement or others (except for pastoral and professional counselors who receive reports of crimes
while acting in their capacity as such, unless the person being counseled waives anonymity and authorizes reporting) that are considered by Middlebury to represent a threat to students and/or employees. Public Safety or designees will not distribute warnings that could jeopardize criminal investigations. The circumstances of the reported crime will determine how much and what information Public Safety distributes. Middlebury and its designees will withhold as confidential the names and other identifying information of victims.

Criminal incidents that might prompt a timely warning include the Clery crimes listed above (that is, aggravated assault, arson, burglary, negligent manslaughter, motor vehicle theft, murder/non-negligent manslaughter, robbery, sexual offenses, domestic violence, dating violence, stalking and hate crimes, as defined above).

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 warning notices.

The warning will be issued via email and will be posted on the Public Safety website. Depending on the circumstances of the crime or threat, the Public Safety Department may post the notices in the residence hall(s) or academic building(s). 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), or otherwise as deemed appropriate.

**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 have occurred on Vermont campuses or noncampus property. 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. Mills College Public Safety will issue timely warning to the Language Schools located at Mills College for all criminal activities on
or about campus that pose ongoing threats. Any member of the summer community who knows of a crime or other serious incident should report the crime or incident as soon as possible to Mills College Public Safety or to the Oakland Police so that, if warranted, an alert can be issued. As noted above, the nature of the reported crime, the continuing danger to the campus community, and the possible risk of compromising law enforcement efforts will be considered in determining whether to issue a timely warning, and identifying information about victims will be withheld as confidential. Timely warnings and other types of campus alerts will be issued by at least one of the following: Campus Notice emails; campus switchboard; Public Safety Patrol, or the Emergency Alert Notification service.

Daily Crime Log and Fire Log
Mills College Public Safety maintains a daily crime log and fire log that records, by the date incidents are reported, all crimes and other serious incidents that occur on campus, in a noncampus building or property, on public property, or within Public Safety’s jurisdiction. The daily crime log and fire 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)

There are two exterior emergency phones are located on the Bread Loaf campus:

- at the laundry building near the Barn parking lot,
- at the intersection of Route 125 and College Cross Road near the Annex building.

Mills College (Oakland, CA)

Blue emergency call boxes are located as follows:

- Richard’s parking lot (near the front gate)
- Post Road parking lot (below Reinhardt Hall)
- CPM parking lot (Seminary side)
- at the Seminary Avenue pedestrian gate

Operate the emergency phones:

To activate the call box, press 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)

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.

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.

**Emergency Response and Evacuation**

This section describes the procedures that Middlebury will use to immediately notify the campus community upon the confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees occurring on one of Middlebury’s campuses, the process that Middlebury will use to confirm that there is a significant emergency or dangerous situation, to determine the appropriate segment or segments of a campus community to receive a notification, and to determine the content of the notification. In all cases and at all Middlebury campuses, Middlebury will, without delay, and taking into account the safety of the community, determine the content of the notification and initiate the applicable notification system, unless issuing a notification will, in the professional judgment of responsible authorities, compromise efforts to assist a victim or otherwise mitigate the emergency.

**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), 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. Methods for confirming an emergency include direct observation, investigation, or reports from police or other authorities. If there is a confirmed emergency, the Public Safety director (or her designee), or other senior Middlebury College officials will identify the area or population potentially impacted by the emergency and without delay, use the emergency notification system to alert the affected area or population. The nature of the incident will determine which of the following methods will be employed:
The notification will be usually 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, but Middlebury will determine by considering the nature of the incident the appropriate segment or segments of the campus community will receive a notification. 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](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 will disseminate emergency information to the larger community by contacting 911.

Middlebury will test the institution’s emergency response and evacuation procedures on at least an annual basis, including tests that may be announced or unannounced, by Emergency Notification System (RAVE – and could utilize text, phone, and/or email). It will publicize its emergency response and evacuation procedures in conjunction with at least one test per calendar year, by directing people to the emergency procedures web pages. Middlebury will document, for each test, a description of the exercise, the date, time and whether it was announced or unannounced.

**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](http://www.middlebury.edu). These notifications may display information or redirect people to [MiddAlert.net](http://MiddAlert.net).
2. [MiddAlert.net](http://MiddAlert.net) is a high-availability website, hosted by [Google](http://Google) that authorized administrators can use to post current information about emergencies. [MiddAlert.net](http://MiddAlert.net) isn’t dependent on the College's IT infrastructure.

Note that ENS messages reference [MiddAlert.net](http://MiddAlert.net) as the source for updates about emergencies. People may also choose to [subscribe to the MiddAlert.net feed](http://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.
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.

Middlebury at Mills/Mills College will follow a process like that described above to confirm that there is a significant emergency or dangerous situation, determine the appropriate segment of the campus community to receive a notification, determine the content of the notification, initiate the notification system, and will, without delay, and taking into account the safety of the community, determine the content of the notification and initiate the applicable notification system, unless issuing a notification will, in the professional judgment of responsible authorities, compromise efforts to assist a victim or otherwise mitigate the emergency. The Mills Public Safety Department is responsible for sending these notifications. 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.

Emergency information will be disseminated to the larger community by contacting 911.

Emergency response and evacuation procedures will be tested on at least an annual basis, including tests that may be announced or unannounced, by the Mills Public Safety Department. Emergency response and evacuation procedures will be publicized in conjunction with at least one test per calendar year, by the Mills Public Safety Department. Documentation will be created, for each test, that will include a description of the exercise, the date, time and whether it was announced or unannounced.

Emergency Response

Middlebury College & Bread Loaf Campus

Middlebury College has an Emergency Management Team (EMT) trained in emergency preparedness and response. The EMT is comprised of staff members from various college departments and offices who are responsible for operational management during an
emergency. The EMT reports to the **Policy Group**, comprised of senior leadership responsible for policy and executive level decision making during an emergency.

The EMT is supported by the **Emergency Management Auxiliary Team (EMAT)**, employees with specialized roles and responsibilities who are trained in emergency preparedness and response and available to support the EMT as needed.

**Team Training**

The Emergency Management Team (EMT), the Emergency Management Auxiliary Team (EMAT), and the Threat Assessment and Management Team (TAM) 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](http://training.fema.gov/EMIWeb/IS/IS100HE.asp))

For testing purposes, team members will practice with hypothetical enact critical incidents and emergencies. They will 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 is practicable, include first responders and other external agencies to test the College’s plans and their compatibility with local, regional, or state plans.

**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 usually at least 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, your program director, 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.
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, if possible, 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.
- A Public Safety officer will direct you to another safe location to shelter in inclement weather.
- Do not re-enter the building until Public Safety advises that the Middlebury Fire Department has indicated that it is safe to re-enter.

Active Threat
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. (In 2014 Middlebury College began training all students, faculty and staff in the “Run, Hide, Fight” protocol described below).
If you are involved in a situation where someone has entered the area, the following is a list of actions that are recommended. These kinds of incidents are unpredictable. The guidelines provided are based on past experiences. Other actions may be necessary. If the individual poses an immediate threat to you, you may need to act using your best judgment.

**Run, Hide, Fight**

If you can safely leave the area:

- Exit the building immediately ("Run"). Notify anyone you may encounter to exit the building also.
- Leave the campus if you can safely do so. Attempt to let a supervisor or fellow worker know that you are leaving so that everyone can be accounted for.
- Call 911 and the Middlebury College Department of Public Safety at 443-5911.
- Give the dispatcher the following information:
  1. Your name
  2. Location of the incident (be as specific as possible)
  3. Number of armed people involved (if known)
  4. Identification or description of armed persons
  5. Number of persons who may be at risk
  6. Your contact information and location

If you are at immediate risk and exiting the building is not possible:

- Go to the nearest room or office ("Hide").
- Close and lock the door.
- Cover the door windows.
- Keep quiet and act as if no one is in the room.
- DO NOT answer the door.
- Be aware that a fire alarm might have been pulled by an intruder.
- Identify/obtain an object in the room that can be used to incapacitate the armed person if she/he enters the room.
- If possible, call (or text only if you cannot speak safety) 911 and call the Middlebury College Department of Public Safety, 443-5911.
- Give the dispatcher the following information:
  1. Your name
  2. Location of the incident (be as specific as possible)
  3. Number of armed people (if known)
  4. Identification or description of armed people
  5. Number of persons who may be at risk
  6. Your contact information and location

- Wait for local police or security to assist you out of the building.
If an armed intruder enters the room and you are in immediate danger:

- Commit mentally to incapacitating the intruder ("Fight")
- Strike the intruder with an object and continue to strike until the intruder is incapacitated.
- Yell as you fight.
- Call 911 when possible.

*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**

This policy statement provides information about security of and access to campus facilities, including campus residences, and security considerations used in the maintenance of campus facilities, at Middlebury’s various campuses.

**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 a.m. to 5 p.m., 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 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 about ID Cards and Building Access, please see the FAQ at [http://www.middlebury.edu/offices/health/publicsafety/MiddCard/FAQ](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 a local alarm at the door and an alarm 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. Students, faculty and staff are not permitted to duplicate residential keys or to loan their dorm key to others. Students, faculty, and staff must immediately report lost or stolen residential keys to Public Safety.

**Residential-Room Pin Codes**
Students residing in pin-code rooms can find out their pin code information when the student logs in on the Self Service Banner Web. The pin codes will become active at 9 am on the start of the student, faculty or staff’s housing assignment. Students, faculty and staff who are assigned to College residential buildings are instructed to keep their PIN private.
If someone obtains your PIN code, immediately report this to Public Safety. Request for PIN code changes should be made by contacting the Housing Coordinator at housingundergraduate@middlebury.edu or your language school or summer program director.

**Lighting and Emergency Phone Maintenance**
The Public Safety officers regularly check exterior lighting on pathways and in parking lots. Any lighting issues are reported to Facilities Services for repair. The officers check each emergency phone for operability and lighting at least once a year. Any service issues are reported to Facilities Services and Telephone Services. Facilities Services staff test building emergency systems, including the egress lighting in hallways and stairwells, on a regular basis.

**Bread Loaf campus, Ripton, VT**

**Bread Loaf ID cards**
The Bread Loaf office will issue permanent Middlebury ID cards to new students, faculty and staff. This ID card does not contain a photo. 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: https://sa1.seatadvisor.com/sabo/servlets/EventSearch?presenter=MIDPUBSAFE

**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.

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.
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. Keys must be returned at the end of the program or the resident will be charged a fee. ID cards do not need to be returned.

Building Access and Keys
Mills 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 Mills 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 Mills DPS.

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

Safe Rides
Mills 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

Middlebury does not officially recognize any student organizations that have noncampus housing or other noncampus locations, so it does not have a policy concerning the monitoring and recording by local police agencies of criminal activity by students at any such locations.

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 from the Vermont State Police, and from campus security authorities and (when provided) local law enforcement at noncampus locations 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, and Middlebury seeks and publishes when provided similar information for other separate campuses.

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**
Sex offenses include any sexual act directed against another person, without the consent of the victim, including instances where the victim is incapable of giving consent. Sex offenses include rape, fondling, incest, and statutory rape as defined below.

- **Rape** - The penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim.

- **Fondling** - The touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity.

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

- **Statutory Rape** - Sexual intercourse with a person who is under 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 – A crime reported to local police agencies or to a campus security authority that manifests evidence that the victim was intentionally selected because of the perpetrator’s bias against the victim. For the purposes of this section, the categories of bias include the victim’s actual or perceived race, religion, gender, gender identity, sexual orientation ethnicity, national origin and disability. Any primary crime listed above (that is, murder, nonnegligent manslaughter, negligent manslaughter, rape, fondling, incest, statutory rape, robbery, aggravated assault, burglary, motor vehicle theft, and arson), and the additional crimes of larceny-theft, simple assault, intimidation, or destruction/damage/vandalism of property, that manifests such evidence, will be recorded as a hate crime. Middlebury is required to list the category of bias to the extent possible.

Timely response to these incidents is crucial. Failure to report allows the incidents to remain hidden and may even allow them to escalate. Middlebury 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, Vice President for Student Affairs/Dean of the College, Dean of Students, Human Resources, Dean of Faculty, a Human Relations Officer, or a campus security authority.

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 cohabitated 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 in which the crime of violence occurred, 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; the existence of such a relationship shall be determined based on the reporting party’s statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.

Stalking - means engaging in a course of conduct directed at a specific person that would cause a reasonable person to—fear for the person’s safety or the safety of others; or suffer substantial emotional distress. “Course of conduct” means two or more acts, including, but not limited to, acts in which the stalker directly, indirectly, or through third parties, by any action, method, device, or means, follows, monitors, observes, surveils, threatens, or communicates to or about a person, or interferes with a person’s property. “Reasonable person” means a reasonable person under similar circumstances and with similar identities to the victim. “Substantial emotional distress” means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.
## Middlebury College Campus

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**Hate Crimes - Middlebury College Campus**

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.
2014: There were no hate crimes reported in 2014.

* Vermont decriminalized possession of small amounts of marijuana in the summer of 2013
Bread Loaf campus, Ripton, VT
Crime Statistics are collected for the entire year.

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**Hate Crimes - Bread Loaf Campus**

2012 - No hate crimes reported in 2012.
2013 - No hate crimes reported in 2013.
2014 – No hate crimes reported in 2014.
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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Hate Crimes  (June – August) -  Middlebury at Mills College campus, Oakland, CA

2012 – No hate crimes reported in 2012.
2013 - No hate crimes reported in 2013.
2014 - No hate crimes reported in 2014.

Crime Prevention

All new students, faculty and staff receive training on active threat response titled Run, Hide, and Fight. Students receive information on how to contact Public Safety and are, during residence hall meetings, instructed on residential safety, locking their doors, keeping their PIN codes private and reporting suspicious people and circumstances.

Middlebury can offer the following suggestions about personal safety issues. These are of course only general observations; you must decide what is most prudent for keeping yourself and your property safe in particular situations.

Personal Safety

Our campuses are located in Middlebury and Bread Loaf which are relatively safe locations. The Middlebury at Mills College campus is located in Oakland, CA. 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 outlined here.
• 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 or a campus security authority.

• 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 Public Safety at (510) 430-2124.

• Avoid dark, vacant, or deserted areas; use well-lit, regularly traveled pathways. 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 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. At Bread Loaf report to the Front Desk, and at Mills report to the Public Safety Office.
• 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. At Bread Loaf contact the Front Desk. At Mills contact the Public Safety Office. Faculty with college rentals in Middlebury 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 local law enforcement authorities (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 local law enforcement authorities. 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 on the Middlebury, Vermont, campus, or one of the other emergency numbers listed above for other campuses.
• 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 valuable electronic equipment 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 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
Bicycle Security

- Register your bike with Public Safety or the security department at your campus.
- 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.
- Utilize bike storage rooms if available. If you leave your bicycle outside, keep it in a well-lit and heavily traveled location.
- Find out if your parents’ or your 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

- Bike riders are responsible for their own safety and Middlebury does not make or enforce rules about bike riding. Nonetheless, it is consistent with good common sense that you should ride responsibly and always wear a helmet, not weave or change lane positions, always leave at least 3 feet between yourself and obstacles such as parked cars or poorly maintained shoulders, and make sure that your brakes and other components of your bicycle are in working order.
- Vermont state law requires a white front light and rear red light for night riding. Also, wearing bright, reflective clothing will increase your visibility and help reduce conflicts.
- California state law (CVC §21201) requires lights and reflectors at night. During darkness bicyclists 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’s shoes or ankles visible from a distance of 200 feet. Bicycles must also have a brake which will enable the operator to make a one brake wheel stop on dry, level, clean pavement.
- Generally, bicyclists should ride with the flow of traffic, on the road’s right-hand side. Remember, bicyclists aren’t permitted to ride on sidewalks in Middlebury’s downtown.
- Don’t ride the wrong way on a one-way street.
Cyclists should 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 operate 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 Regarding 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 (“Middlebury”) prohibits the crimes of dating violence, domestic violence, sexual assault, and stalking, as those terms are defined in the Clery Act, and as described in Middlebury policies below. Middlebury provides information to the extent
applicable regarding the definitions of “dating violence,” “domestic violence,” “sexual assault,” and “stalking,” and the definition of “consent” in reference to sexual activity, in the applicable jurisdictions.

A description of safe and positive options for bystander intervention, and information about risk reduction, are described in Middlebury’s educational programs and below. Middlebury’s educational programs and its procedures also include information and statements that are required by Clery Act regulations, as described below.

Middlebury expects all community members to do their part to prevent and address violence as active bystanders. 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 and Prevention of Domestic Violence, Dating Violence, Sexual Assault, and Stalking**

**Overview**

Middlebury provides comprehensive, intentional, and integrated programming, initiatives, strategies, and campaigns intended to end dating violence, domestic violence, sexual assault, and stalking that:

- are culturally relevant, inclusive of diverse communities and identities, sustainable, and responsive to community needs;
- are informed by research or assessed for value, effectiveness, or outcome; and
- consider environmental risk and protective factors as they occur on the individual, relationship, institutional, community, and societal levels.

Programs to prevent dating violence, domestic violence, sexual assault, and stalking include both primary prevention and awareness programs directed at incoming students and new employees and ongoing prevention and awareness campaigns directed at students and employees. Both primary prevention and awareness campaigns deliver and build on bystander intervention and risk reduction content and skills.

Middlebury's programs also provide information about its *Policy Against Sexual Misconduct, Domestic Violence, Dating Violence and Stalking* (see link above and as described further in this annual security report), such as information about the Title IX Coordinator, internal and external reporting procedures and options, the importance of preserving evidence, protection and “no contact” orders, confidentiality issues, resources for victims, interim measures and accommodations, information about Middlebury's written notice of rights
and options, and information about investigation and adjudication procedures, as described in the Policy and this annual security report.

Middlebury's educational programs consist of awareness programs, bystander intervention programs, ongoing prevention and awareness campaigns, and primary prevention programs, which may be described in more detail as follows:

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

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

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

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

More specifically, Middlebury's educational programs include, for example, the following:

**Pre-matriculation Education Programs for Undergraduate Students**

All new undergraduate students are required to complete two online courses prior to their arrival on campus:

1. Campus Clarity’s “Think About It Part I” course, which covers alcohol and drug abuse as well as sexual violence primary prevention and response, safe and positive options for bystander intervention, information on risk reduction, 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 (including sexual assault), domestic violence, dating violence, and stalking. This content includes a statement that Middlebury prohibits these behaviors as defined in its policy in accordance with the Clery Act, as amended in 2014; internal and external reporting, confidentiality, resources, interim measures and accommodations, information about the Title IX Coordinator, definitions of domestic violence, dating violence, sexual assault, stalking and consent (in reference to sexual activity) in the applicable jurisdiction; and the application of the preponderance of the evidence standard in its adjudication of these matters (as referenced in Middlebury’s policy). It also includes, among other topics, Middlebury’s Alcohol and Drug Policy, including Middlebury’s Good Samaritan policy.

2. United Educators’ “Show Some Respect” online course on harassment.

All incoming undergraduate students participate in the following programs:

1. Living Well at Middlebury: Mandatory MiddView Orientation session for all new undergraduate college 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; building bystander intervention skills around alcohol and drug use, and; the introduction of an ecological model of health promotion.

2. Bystander Intervention Training – Mandatory MiddView Orientation for all new undergraduate students. Building on content from Living Well at Middlebury, specific content on bystander intervention as primary prevention including, but not limited to: identifying reasons why some people intervene and barriers for intervention; strategies for intervention and the language of intervention; connections to community standards and the institution’s mission; identifying the Title IX Coordinator and designees; reporting procedures, defining terms, and how and where to locate related campus policies; and review of campus and community resources including confidential resources.

Ongoing Education and Prevention Programs (Undergraduate Program)

*Campus Clarity’s “Think About It Part 1” was offered to all Middlebury undergraduate students during the 2014-15 academic year as part of ongoing prevention and awareness education, including bystander intervention training.
During the 2015-16 academic year Middlebury will offer “Think About It Parts II and III” to returning students as part of ongoing prevention and awareness education, including bystander intervention.

Mandatory Bystander Intervention training sessions for undergraduate Residence Life staff and optional sessions for undergraduate MiddView Trip Leaders were offered in 2014. Both of these groups were required to attend bystander intervention training in 2015. Specific content on bystander intervention as primary prevention includes but is not limited to identifying reasons why some people intervene and barriers for intervention; strategies for intervention and the language of intervention; connections to community standards and the institution's mission; identifying the Title IX Coordinator and designees; reporting procedures, defining terms, and how and where to locate related campus policies; and, review of campus and community resources including confidential resources.

Bystander Intervention Training: Non-mandatory options

- Classes, teams, and clubs can opt at any time to bring in bystander workshops and day-long intensives
- All athletic teams completed “Think About It Part I” in the 2014-2015 academic year.

Programs for Students Enrolled in Other Middlebury Programs

Live or recorded trainings regarding sexual violence primary prevention and response, including bystander intervention and risk reduction, are provided to all incoming Language Schools, School of the Environment and Bread Loaf School of English students on the Middlebury, VT, Ripton, VT and Mills College, CA campuses. These sessions include information about Middlebury’s policies and procedures, reporting, Middlebury’s Title IX Coordinator and designees, resources, prevalence, cultural conditions that contribute to sexual violence, consent, definitions of sexual assault, domestic violence, dating violence and stalking under Middlebury’s policy and the applicable jurisdiction, and confidentiality.

A similar version of the Campus Clarity online training regarding sexual violence prevention and response (designed for graduate students) is planned for all incoming Language Schools, School of the Environment, Bread Loaf and other Middlebury program students in 2016.

Programs for Middlebury Faculty and Staff

Live trainings regarding sexual violence primary prevention, risk reduction, and response are provided to current and incoming undergraduate faculty, summer program faculty (e.g., Language Schools, Bread Loaf School of English and School of the Environment), faculty chairs, and other selected staff, including bilingual assistants, teaching assistants, residential life staff (e.g., CRAs, RAs, CAs, FYCs), deans, Athletics Department coaches and staff, and other Dean of the College staff. These sessions include information about Middlebury’s policies and procedures, reporting, Middlebury’s Title IX Coordinator and
designees, resources, prevalence, cultural conditions that contribute to sexual violence, consent, definitions of sexual assault, domestic violence, dating violence and stalking under Middlebury’s policy and the applicable jurisdiction, confidentiality, risk reduction and bystander intervention.

Further, all faculty and staff will be expected to participate in online sexual violence prevention and response training titled “Bridges: Building a Supportive Community” provided by LawRoom during the 2015-16 academic year. This online training includes such topics as Title IX; power dynamics; identifying who is at risk; costs of sexual violence; understanding sexual assault; relationship violence; stalking and cyberstalking; criminal law and policy definitions; consensual sexual activity; cultural issues; bystander intervention, barriers to intervention, and safe and positive options; roles and responsibilities of faculty and staff; reporting; confidentiality; how to talk to survivors; interim measures; preserving evidence; institutional response; reporting vs. investigating; conduct proceedings, protection from retaliation, Middlebury’s policy and procedures for addressing sexual misconduct, domestic violence, dating violence, and stalking, which includes a statement that Middlebury prohibits these behaviors as defined in its policy in accordance with the Clery Act, as amended in 2014; and the application of the preponderance of the evidence standard in its adjudication of these matters (as referenced in Middlebury’s policy).

Faculty, staff and students in the undergraduate program, Language Schools, School of the Environment, MiddCore and Bread Loaf programs also receive written information (with links to policies, resources and information) regarding Middlebury’s Policy Against Sexual Misconduct, Domestic Violence, Dating Violence and Stalking, reporting and contact information, links to campus and local resources, and information about the Title IX Coordinator and Title IX designees. Live or recorded trainings regarding sexual violence primary prevention and response, including bystander intervention, are provided to incoming Language Schools, School of the Environment, and Bread Loaf School of English students, faculty, and staff on the Middlebury campus as well as the Mills College campus.

Other Programs

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 programming in connection with the observation of national awareness days (e.g. Sexual Assault Awareness Month in April).

Middlebury is implementing the Green Dot Violence Prevention Strategy in 2015 and hosted an on-campus Green Dot Institute for twenty-seven staff and faculty from the undergraduate college in December 2014. This team coordinated a “soft launch” of the program in the spring of 2015 by bringing in groups of faculty, staff, and students to adopt the Green Dot messages through live bystander education. A full, campus-wide launch is planned for the fall of 2015 beginning with new student orientation. Green Dot is an evidence-based, research-informed strategy which offers educational programming in primary prevention to reduce the incidence of violence on campuses and strategies to shift campus culture to endorse norms that are incompatible with violence.
**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 website 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/studentlife/sexualviolenceinfo/saoc](http://www.middlebury.edu/studentlife/sexualviolenceinfo/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 2015 SAAM calendar can be found at [http://www.middlebury.edu/studentlife/sexualviolenceinfo/saam/node/475742](http://www.middlebury.edu/studentlife/sexualviolenceinfo/saam/node/475742)

**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 advisor of choice.
How to Be an Active Bystander
The best way to prevent sexual and relationship violence is to commit to the following community values:

- Violence is not tolerated on campus; and
- Everyone is expected to 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 contribute to a culture of bystander intervention and, research shows, lead to fewer incidences of violence.

Moments of action occur when we notice the potential for violence. We might see someone intentionally trying to get someone else intoxicated, or 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.

No matter who you are or what personal or social barriers you might face, there is always something you can do to help keep our community safe. Options for action include:

**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 getting involved in a situation or 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 (x5911) or the police (911) for help, 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.

Moments of action also occur when we act proactively to send the message to those around us that we take the work of reducing violence seriously and we are committed to doing our part. We might have a conversation with people we care about on campus about what moments of action mean to us, share a great article on Facebook or tweet about an everyday moment of action, or choose to integrate bystander intervention into our academic work. When we create a moment of action on our own, without waiting for warning signs to appear, we make our community inhospitable to violence.
Moments of Action for Student Bystanders

- Send a mass email to your contact list with a simple message, "This issue is important to me and I believe in the goal of reducing violence."
- The next time you are walking to class with a friend, have one conversation and tell them that ending violence matters to you.
- Put a MiddSafe sticker on your door, computer, or water bottle and talk about why you care about this issue when someone asks what it is.
- Make bystander intervention or sexual violence on campus the topic of a paper or speech you have to do for a class.
- Bring a friend to an awareness event.
- Work to ensure organizations you are involved in collaborate with prevention efforts on campus.
- Find out how Art and Activism works to end violence (Google it!).
- If you suspect that a friend is in an abusive relationship, ask them, and provide information about available resources.
- If you see someone spike another person’s drink with alcohol or drugs, stop them, and call the Department of Public Safety or 911, distract by spilling the drink, or get someone else to let the person know that their drink is unsafe to consume.
- If you choose to leave an event early, account for the people who were in your group.
- If you see someone at an event who has had too much to drink, ask them if they need to be walked home or assisted in any way.
- If you hear what sounds like yelling or fighting in your residence hall, apartment, the locker room, or any other location, talk with a residential life staff member, your Commons dean, a professor, a coach, program director or someone else who can help.
- If someone needs your help and you don't have the answer, contact your resources and find someone who does.

Moments of Action for Faculty and Staff Bystanders

- Change your email signature line to include a statement that echos the principles that violence will not be tolerated at Middlebury and everyone is expected to do their part to prevent it.
- Add a line to your syllabus that expresses the prevention principles.
- Put a MiddSafe sticker on your door, computer, or water bottle and talk about why you care about this issue when someone asks what it is.
- Request a presentation from your local (WomenSafe) or campus (MiddSafe) violence prevention program.
- If you suspect that a student or co-worker is in an abusive relationship, ask them and provide information about available resources.
• If someone appears upset, ask if they are okay.
• Assign a paper, project, or reflection to your students about moments of action, community, and our prevention principles.
• If someone explains that women "say 'no' when they really mean 'yes',' interrupt and make an attempt to educate them.
• If you hear what sounds like yelling or fighting in your neighborhood, classroom, or office, talk with a neighbor, your manager, your students or someone else who can help.
• If someone needs your help and you don’t have the answer, contact your resources and find someone who does.

Moments of Action for Parents and Family Bystanders
• Talk with the other members of your family about your commitment to ending violence and to keeping each other and others safe.
• Make a donation to a local rape crisis center or domestic violence shelter.
• Volunteer for one hour, and bring a friend.
• Write a letter to the editor of your local newspaper talking about any aspect of sexual or relationship violence that is most powerful to you.
• Find out how Art and Activism works to end violence (Google it!).
• If you know information about an incident of sexual violence, tell authorities what you know in case it is helpful.
• If you hear what sounds like yelling or fighting in your neighborhood, place of employment, or community, talk with a neighbor, the police, your employer or someone else who can help.
• If someone needs your help and you don't have the answer, contact your resources and find someone who does.

Risk-Reduction Tips
In addition to bystander action, both reactive and proactive, there are ways to reduce risk around sexual and relationship violence. It is important to remember that experiencing violence is never the victim’s fault.

• Take note of your surroundings including exits, and paths of egress.
• Stay with friends or groups of people to avoid isolated areas.
• Trust your instincts. If something or someone seems wrong or unsafe, get help and/or find the nearest exit.
• Make sure your cell phone is with you and charged, and that you have easy access to emergency numbers.
• Avoid putting headphones in both ears when walking or running and discontinue headphone use when biking.
• Make and keep to a plan with friends when attending events. Arrive together, check in with each other throughout the evening, and leave together. Have a code word with your friends or family to signal discomfort or that it's time to leave.
• Don't leave drinks unattended. 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 ask your friends to watch out for you.

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

Many individuals have experienced interpersonal violence or stalking or have had 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 (Vermont and Ripton campuses) or Mills College Public Safety (Middlebury at Mills College, Oakland, CA).
- **Pursue medical treatment.** If you may be experiencing or have experienced sexual misconduct, domestic violence, dating violence, stalking or related retaliation, you are encouraged to immediately seek any necessary medical care, and to seek help from appropriate Middlebury, law enforcement, even if you’re not sure 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 and/or make appropriate referrals. Most hospitals have specialized examiners who complete exams for victims of sexual violence. These exams can help you receive appropriate medical assessment and treatment, and can preserve evidence for possible future action such as criminal prosecution or seeking a protection order.
- **Preserve evidence.** It is important to preserve all possible evidence that may assist in proving that sexual assault, domestic violence, dating violence, stalking or related retaliation occurred or is occurring in case you decide at some point to make a criminal complaint or to seek a protection order. Therefore, if at all possible, refrain from changing clothes, showering or otherwise changing your physical state after an incident, until after consulting with medical personnel about how to best preserve evidence. Also, keep copies of emails, social media posts, 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: a Human Relations Officer designated for the Middlebury program at issue; a 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 a Human Relations Officer, 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

Middlebury will provide written notification to students and employees about existing counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid, and other services available for individuals reportedly subjected to sexual assault, dating violence, domestic violence or stalking, both within the institution and in the community. Some examples of resources and related information are provided below. Middlebury will also provide written notification to individuals about options for, available assistance in, and how to request changes to academic, living, transportation, and working situations or protective measures. The institution will make such accommodations or provide such protective measures if the reported victim requests them and if they are reasonably available, regardless of whether the reported victim chooses to report the crime to campus Public Safety or local law enforcement.

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 will also work with complainants and others as appropriate to respect and implement the requirements of such orders on premises that it owns or controls, as appropriate.

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.

Confidentiality

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. 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 (see Section 3 of the policy and How Middlebury Will Protect the Confidentiality of Victims, below).

Confidential Resources

A confidential resource is an individual who is legally and ethically bound to keep confidential all information shared with them in the course of providing counsel and support, except under the circumstances noted below. Middlebury respects that the decision to come forward may be difficult and that individuals may wish to seek assistance from someone who can offer confidential information and support, and who can provide assurances that what is disclosed will not be acted on except in the circumstances outlined below. (For a list of confidential resources, see Appendix C to Middlebury’s Policy Against Sexual Misconduct, Domestic Violence, Dating Violence and Stalking). In general, the law recognizes and protects the confidentiality of communications between a person seeking care and a medical or mental health professional, religious advisor or trained sexual assault advocate. The medical, mental health, and religious professionals and MiddSafe advocates at Middlebury, and their off-campus counterparts, respect and protect confidential communications from students, faculty, and staff to the extent they are legally able to do so.
These professionals may have to breach a confidence, however, when they perceive a serious risk of danger or threat to any person or property. In addition, medical and mental health professionals may be required by law to report certain crimes (e.g., any allegation of sexual and/or physical abuse of a person under 18). These exceptions to confidentiality are governed by the law of the state in which the confidential resource is located.

An individual who speaks to a confidential resource must understand that, if they want to maintain confidentiality, Middlebury may be unable to conduct an investigation into the particular incident or pursue disciplinary action against the alleged perpetrator. However, confidential resources may assist the individual in receiving other forms of protection and support, such as victim advocacy; academic accommodations; disability, health or mental health services; and changes to living, working, or transportation arrangements. (See Services and Accommodations, above, for more information). An individual who initially requests confidentiality may later decide to file a complaint with Middlebury or report the incident to local law enforcement, and thus have the incident fully investigated. These confidential resources will help to direct the individual to the appropriate resources in the event that the individual wishes to file an internal complaint with Middlebury or report to the police.

**Non-Confidential Resources**

Non-confidential resources are all faculty or staff members, including residential life staff and ombudspersons, who are not medical or counseling professionals, clergy, or MiddSafe Advocates, and are therefore not permitted to honor requests for confidentiality. Non-confidential faculty or staff who learn of an incident of sexual misconduct, domestic violence, dating violence, stalking or related retaliation involving a student are required to report that information to a HRO or JAO or the Title IX Coordinator, and they are “responsible employees” to this extent. The Title IX Coordinator, HROs and JAOs are “responsible employees” for the purposes of redressing reports of sexual misconduct, domestic violence, dating violence, stalking and related retaliation in accordance with *Middlebury’s Policy Against Sexual Misconduct, Domestic Violence, Dating Violence and Stalking* policy (see below for contact information).

Faculty and staff who are Campus Security Authorities are required to report certain sex offenses and other crimes to the Department of Public Safety for the purpose of compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act.

Employees with supervisory responsibility are expected to report all incidents of sexual misconduct, domestic violence, dating violence, stalking or related retaliation involving employees to a HRO, the Title IX Coordinator, and/or to Human Resources.

General inquiries to Middlebury officials about policies or procedures, and conversations in which the alleged perpetrator is not identified by name or by implication from the circumstances, may remain private. Otherwise, individuals who want to maintain confidentiality should seek a confidential resource.
Middlebury will complete publicly available recordkeeping, including Clery Act reporting and disclosures, without the inclusion of personally identifying information about individuals, and will maintain as confidential any accommodations or protective measures provided to individuals, to the extent that maintaining such confidentiality would not impair the ability of the institution to provide the accommodations or protective measures.

(See also *How Middlebury Will Protect the Confidentiality of Victims*, below)

**Reporting to Law Enforcement**

In addition to (or instead of) Middlebury’s processes, any student, employee or covered third party who wishes to report a complaint of sexual misconduct, domestic violence, dating violence, or stalking under this policy may and should also pursue criminal charges with local, state, or federal law enforcement agencies (see Appendix B to *Middlebury’s Policy Against Sexual Misconduct, Domestic Violence, Dating Violence and Stalking* for contact information; see also *Contact information for Reports to Middlebury Officials or Law Enforcement*, below).

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 personally.

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. Middlebury will respect and assist in the implementation of protection orders to the extent applicable. In addition, Middlebury can also impose no-contact conditions on students, employees and third parties over whom it has some measure of control.
Contact information for Reports to Middlebury Officials or Law Enforcement

Public Safety and Local Law Enforcement

On Campus

Middlebury College, Middlebury, VT
Emergencies: Dial 911
Department of Public Safety
Middlebury College
125 Main Street
Middlebury, VT 05753
802.443.5133 (Business Line)
802.443.5911 (Emergency Line)
publicsafety@middlebury.edu

Bread Loaf Campus, Ripton, VT
Emergencies: Dial 911
Vermont State Police
2490 Ethan Allen Hwy
New Haven, VT 05472
802.388.4919

Middlebury at Mills College, Oakland, CA
Emergencies: Dial 911
Mills College Public Safety
Public Safety
CPM
Room 113
510.430.5555 (for emergency assistance)

Off Campus

Middlebury, VT and Bread Loaf, Ripton, VT Campuses
Emergencies: Dial 911
Middlebury Police
1 Lucius Shaw Lane
Middlebury, VT 05753
802.388.3191

Vermont State Police
2490 Ethan Allen Hwy
New Haven, VT 05472
802.388.4919
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. Middlebury will provide assistance if an individual wishes to report a crime to law enforcement.

**Addison County State’s Attorney’s Office**  
802.388.7931  
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.

*Middlebury at Mills College, Oakland, CA*  
**Emergencies: Dial 911**  
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

**Contact Information for Middlebury Officials**

**All Middlebury Programs**

**Title IX Coordinator**  
Susan P. Ritter, J.D.  
Middlebury College  
Service Building 213  
Middlebury, VT 05753  
802.443.3289  
sriter@middlebury.edu

**Judicial Affairs Officer/Title IX Coordinator Designee**  
Karen S. Guttentag  
Associate Dean for Judicial Affairs and Student Life  
Middlebury College  
Service Building 219  
802.443.2024  
kguttent@middlebury.edu
AJ Place  
Associate Dean for Judicial Affairs and Student Life  
Middlebury College  
Service Building 217  
802.443.5385  
ajplace@middlebury.edu

Human Relations Officers/Title IX Coordinator Designees  
Steven C. Collier, J.D.  
Middlebury College  
Service Building, 215  
Middlebury, VT 05753  
802.443.3474  
scollier@middlebury.edu

Earl Fechter, J.D.  
Middlebury College  
Service Building 216  
802.443.3426  
efechter@middlebury.edu

Alternate Human Relations Officers  
Laura Carotenuto  
Middlebury College  
Human Resources  
Marble Works 120  
Middlebury, VT 05753  
802.443.2012  
lcaroten@middlebury.edu

Elizabeth Karnes Keefe, Assistant Dean, Language Schools  
Middlebury College  
Sunderland Language Center 210  
Middlebury, VT 05753  
802.443.5685  
karnes@middlebury.edu

Middlebury Language Schools, Schools Abroad, School of the Environment and Graduate Programs Contacts  
Jeffrey W. Cason  
Dean of International Programs  
Middlebury College  
Sunderland Language Center 125  
Middlebury, VT 05753  
802.443.5745  
cason@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, Language Schools
Middlebury College
Sunderland Language Center 210
Middlebury, VT 05753
802.443.5685
karnes@middlebury.edu

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

School of the Environment (Middlebury, VT)
Stephen Trombulak
Franklin Env Ctr-Hillcrest 216
Middlebury, VT 05753
802.443.5439
trombula@middlebury.edu

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

Bread Loaf School of English Site Contacts

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
On-and Off Campus Support Services

Middlebury, VT and Bread Loaf Ripton, VT Campuses

Academic Support and Housing Assistance
Commons Deans (Undergraduate students only)
Atwater:  802.443.3310
Brainerd:  802.443.3320
Cook:  802.443.3330
Ross:  802.443.3340
Wonnacott  802.443.3350

Center for Teaching Learning and Research (Undergraduate students only)
Middlebury College
Davis Family Library
802.443.3131

Doug Adams
Associate Dean for Residential Life and Student Life Policy (Undergraduate students only)
Middlebury College
Service Building
Middlebury, VT 05753
802.443.3106
dadams@middlebury.edu

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

Elizabeth Karnes Keefe, Assistant Dean (Language Schools)
Middlebury College
Sunderland Language Center 210
Middlebury, VT 05753
802.443.5685
karnes@middlebury.edu

Jeffrey W. Cason (Schools Abroad)
Dean of International Programs
Middlebury College
Sunderland Language Center 125
Middlebury, VT 05753
802.443.5745
cason@middlebury.edu
Emily Bartels, Director, Bread Loaf School of English
Bread Loaf CPO
4265 Ripton, Route 125
Middlebury, VT 05753
802.443.5418
ebartels@middlebury.edu

Michael Collier, Director, Bread Loaf Writers’ Conference
802.443.5286
collier@middlebury.edu

Stephen Trombulak, Director, School of the Environment
Franklin Env Ctr-Hillcrest 216
Middlebury, VT 05753
802.443.5439
trombula@middlebury.edu

Disability Services
Student Accessibility Services (Students only)
Jodi Litchfield, ADA Coordinator
Middlebury College
Service Building 222
Middlebury, VT 05753
802.443.5936
litchfie@middlebury.edu

Laura Carotenuto (Faculty and staff)
Middlebury College
Human Resources
Marble Works 120
Middlebury, VT 05753
802.443.2012
lcaroten@middlebury.edu

Student Financial Aid
Student Financial Services (Students)
Middlebury College
85 South Service Road
Middlebury, VT 05753
802.443.5158
SFS@middlebury.edu

Visa and Immigration Assistance
International Student & Scholar Services (Students, faculty and staff)
Middlebury College
Service Building-Second Floor
Middlebury, VT 05753
802.443.5858
iss@middlebury.edu

Health and Counseling Services (Confidential – Students Only)
Parton Center for Health and Wellness
Middlebury College
Centeno House
Middlebury, VT 05753

Health Services (Confidential - Students Only)
802.443.5135

Medical care, including pregnancy testing, sexually transmitted infection testing/treatment, injury triage, referral to counseling, advocacy support and referral to a Sexual Assault Nurse Examiner. A SANE receives specialized training to provide comprehensive care to survivors of sexual assault, including physical assessment and collection of forensic evidence. 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 protection 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 delay in reporting may make evidence more difficult to collect.

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.

To obtain a SANE referral from Parton call 802.443.5135 or call Porter Hospital at 802.388.4701.

Counseling Services (Confidential - 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, have had an upsetting sexual encounter, or have been affected by domestic violence, dating violence or stalking. 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, a 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.

Religious Counseling (Confidential)
College Chaplain
Hathaway House
135 South Main St.
Middlebury College
Middlebury, VT 05753
802.443.5626

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

Employee and Family Assistance Program (Confidential: 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.

**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.

**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/](http://www.vtlegalaid.org/)

**Vermont Bar Association:** [https://www.vtbar.org/](https://www.vtbar.org/)

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

**Academic Support and Housing Assistance**
Sasha Miyamoto
Language Schools Administration
PMB 9972, 5000 MacArthur Blvd.
Oakland, CA 94613
510.430.2285
smiyamoto@middlebury.edu

**Disability Services**
**Student Accessibility Services** (Students only)
Jodi Litchfield, ADA Coordinator
Middlebury College
Service Building 222
Middlebury, VT 05753
802.443.5936
litchfie@middlebury.edu

Laura Carotenuto (Faculty and staff)
Middlebury College
Human Resources
Marble Works 120
Middlebury, VT 05753
802.443.2012
lcaroten@middlebury.edu

**Student Financial Aid**
**Student Financial Services** (Students)
Middlebury College
85 South Service Road
Middlebury, VT 05753
802.443.5158
SFS@middlebury.edu

*Visa and Immigration Assistance*
**International Student & Scholar Services** (Students, faculty and staff)
Middlebury College
Service Building-Second Floor
Middlebury, VT 05753
802.443.5858
isss@middlebury.edu

*Counseling Services (On Campus-Confidential)*
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
San Francisco Domestic Violence Consortium
http://www.dvcpartners.org/

Woman, Inc
1.877.384.3578
http://www.womaninc.org/

Legal Assistance
Free and Low Cost Legal Help
http://www.courts.ca.gov/selfhelp-lowcosthelp.htm

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

California Bar Association
415-538-2000
http://www.calbar.ca.gov/

Ongoing Care

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 that 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 campus and workplace environment that is safe and secure for all students, staff, faculty and others who participate in Middlebury’s programs. Sexual misconduct (including sexual assault), 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 and stalking where such conduct impacts or has the potential to impact the educational, on-campus residential, or employment environment of any member of the
Middlebury community. Such action could be disciplinary, involving written reprimands, salary freezes, or termination of employment (employees), or written reprimands, probationary status, official college discipline, suspension or expulsion (students). It could also entail non-disciplinary measures such as No Contact Orders and/or No Trespass Orders, training, 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 (hereinafter referred to as the “SMDVS policy”). As detailed in the SMDVS policy, Middlebury's process will be completed within reasonably prompt timeframes designated by the institution’s policy, including a process that allows for the extension of timeframes for good cause with written notice to the complainant and the respondent of the delay and the reason for the delay; it is conducted in a manner that is consistent with the institution’s policies and transparent to the complainant and respondent; it includes timely notice of meetings at which the complainant and respondent may be present; it provides timely and equal access to the complainant, the respondent, and appropriate officials to any information that may be used during the process; and is conducted by officials who do not have a conflict of interest or bias for or against the complainant or the respondent.

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; and
- 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.

Middlebury will conduct a prompt, fair and impartial process from the initial investigation to the final result. Individuals conducting investigations and adjudications under Middlebury's Policy Against Sexual Misconduct, Domestic Violence, Dating Violence and Stalking receive training annually on the issues related to sexual misconduct, domestic violence, dating violence, stalking, and related retaliation and on how to conduct an 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). The process is summarized below; in the event of any differences between the summary below and the more detailed terms of the online investigation and resolution procedures, the more detailed terms of the online investigation and resolution procedures will prevail.

*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 the SMDVS policy, the HRO will make a recommendation regarding discipline or other
appropriate action to the appropriate supervisory authority for the program at issue. (In Middlebury College faculty-respondent cases, the faculty member may appeal the HRO’s determination before the matter is referred to the appropriate supervisory authority for discipline. For Middlebury College faculty members the sanctioning process will be held in abeyance until any appeals of the HRO’s determination are complete). After review of the HRO’s recommendation, the supervisory authority may impose disciplinary action under existing policies and/or contracts, as applicable (see Section 10. F. of the SMDVS policy). Sanctions for a violation of the SMDVS policy may include written reprimands, salary freezes, or termination of employment. Non-disciplinary measures (e.g., no contact orders, training, or reassignment of duties or work areas) might also be taken as deemed appropriate under the circumstances.

*If the HRO finds that a student has engaged in conduct that violates the SMDVS 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 sanctions for a violation of the SMDVS policy could include 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 non-disciplinary 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 the SMDVS 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 written reprimands, termination of employment, probationary status, official college discipline, suspension, or expulsion from Middlebury.

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 result 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 or faculty member, 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 (including sexual assault) 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 its Judicial Affairs Officers, Human Relations Officers, and its Title IX Coordinator to evaluate requests for confidentiality, as appropriate to the circumstances. In considering an individual’s request for confidentiality, the HROs, JAOs, 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 or other factors as deemed appropriate 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 HROs, JAOs, 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, nor will it require the individual to personally report any information to law enforcement authorities. It will remain up to the individual to choose whether they personally want to participate in notifying law enforcement authorities, or would rather not do so. See Reporting to Law Enforcement, above, for more information.

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, and when issuing timely warnings as required by the Clery Act, will withhold as confidential the names of such individuals. 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 personally.

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

When a student or employee reports to Middlebury that the student or employee has been
a victim of dating violence, domestic violence, sexual assault, or stalking, whether the
offense occurred on or off campus, the institution will provide the student or employee a
written explanation of the student’s or employee’s rights and options, as described in this
Annual Security Report and in applicable paragraphs of the Clery Act regulations.
Specifically, in sum, students, faculty, staff or 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 reported victims both on and off campus;

*Options for, available assistance with, and how to request, changes to academic, living,
transportation and working situations, if so requested by the victim and if such
accommodations are reasonably available, regardless of whether the reported 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 (and the option not to) and to be assisted by
Middlebury officials in doing so;

*The rights of reported 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 how Middlebury will protect the confidentiality of reported victims in
reference to publicly available recordkeeping and accommodations or protective measures;
*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.

“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.

“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.

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

**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 VCIC on the web
(http://vcic.vermont.gov/) or by calling (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 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](http://www.meganslaw.ca.gov). It is also 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](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](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. To make a report under
this policy, please contact a Human Relations Officer, dean, or program director. See contact information below.

**All Middlebury Programs**

**Human Relations Officers/Title IX Coordinator Designees**
Steven C. Collier, J.D.
Middlebury College
Service Building, 215
Middlebury, VT 05753
802.443.3474
scollier@middlebury.edu

Earl Fechter, J.D.
Middlebury College
Service Building 216
802.443.3426
efechter@middlebury.edu

**Alternate Human Relations Officers**
Laura Carotenuto
Middlebury College
Human Resources
Marble Works 120
Middlebury, VT 05753
802.443.2012
lcaroten@middlebury.edu

Elizabeth Karnes Keefe, Assistant Dean
Middlebury College
Sunderland Language Center 210
Middlebury, VT 05753
802.443.5685
karnes@middlebury.edu

**Title IX Coordinator**
Susan P. Ritter, J.D.
Middlebury College
Service Building 213
Middlebury, VT 05753
802.443.3289
sritter@middlebury.edu
Middlebury Language Schools, Schools Abroad, School of the Environment and Graduate Programs Contacts

Jeffrey W. Cason
Dean of International Programs
Middlebury College
Sunderland Language Center 125
Middlebury, VT 05753
802.443.5745
ccason@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

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

School of the Environment (Middlebury, VT)
Stephen Trombulak
Franklin Env Ctr-Hillcrest 216
Middlebury, VT 05753
802.443.5439
trombula@middlebury.edu

Bread Loaf Writers’ Conference Site Contacts
Michael Collier, Director
802.443.5286
collier@middlebury.edu
Alcohol and Drug Policies

Introduction

Middlebury College is committed to promoting individual and community health, safety, and responsibility. We expect all students to observe local, state, and federal laws governing the possession, use, and furnishing of alcoholic beverages and controlled substances, also referred to as illegal drugs. We have also committed to ensuring 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 a more vigorous response, 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 other applicable local laws; it will also inform them of the policies of other Middlebury programs, as applicable, to which they are accountable.

b. Encourage an environment of enriching extracurricular and social opportunities that include 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 legitimate 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. Additionally, if student health and safety concerns resulting from a student’s use of alcohol and/or drugs arise, parents or guardians may be notified. See *Health and Community Safety* 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 who are charged by law enforcement officers with Driving Under the Influence (DUI) and are awaiting 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.

f. Violating Middlebury College Party Regulations. Party Regulations may be found in the Office of the Dean of Students and the Department of Public Safety, and at go/party. Small, informal gatherings held in individual rooms, suites, and small houses occupied by students of legal age, at which alcoholic beverages are consumed, do not have to be registered. Residents of the living space will be treated as “party hosts,” and held responsible for the actions of individuals in attendance. Students are responsible for unregistered gatherings and related activities that occur in their rooms, whether or not they are present.

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 by students of legal drinking age of kegs or common containers (e.g., punch bowls) in a residential space without advance registration with the Office of the Dean of Students. Unauthorized kegs or common containers will be confiscated along with taps. The Department of Public Safety will return confiscated kegs and taps to the vendor.
Engaging in drinking games and other behaviors designed for the purpose of becoming intoxicated through the abusive use of alcohol (e.g., funnels, keg stands, “around-the-world” parties, and other alcohol consumption based on speed and/or volume, etc.).

**Alcohol Citation System**

Middlebury’s commitment to student and community health and safety is supported by a response to alcohol infractions that holds students accountable for their actions, and provides resources and support for making safer choices. In addition to the responses to alcohol use noted in the Introduction above, the College issues written alcohol citations to underage students found to be in possession of alcohol. The citation system allows the College to respond to underage student alcohol possession of any kind as soon as it comes to our attention.

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

- **Second citation.** The student receives a second letter of warning from the Commons dean.

- **Third citation.** The student receives a reprimand from the Commons dean. A copy of the reprimand is sent home to families or guardians. The student is required to meet with his or her Commons dean for consultation. Additional educational requirements and/or assessments may be required at the discretion of the Commons dean.

Any additional citations will result in further disciplinary sanctions and/or health-related referrals and/or requirements at the discretion of the Commons dean. These may include parental notification when student health and safety concerns arise; see *Health and Community Safety* below for more information.

Because hard alcohol has been shown to correlate strongly with serious health risks, as well as negative impact on the community, the consequences for possession of hard alcohol will normally be more severe than those outlined above.

Disciplinary outcomes and/or health and educational requirements may also result from alcohol policy violations that do not include the issuance of citations. While discipline is cumulative at Middlebury, which may mean the assignment of greater sanctions for repeated or accumulated violations, it is not progressive. That is, depending on the severity of the violation, a student may receive any sanction, even for a first offense.
Drugs

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 and/or manufacturing any illegal substance.

e. Possession of drug paraphernalia that has been used.

f. Administering drugs to individuals against their will and/or without their knowledge.

Middlebury will respond to students who engage in prohibited behavior involving drugs and alcohol through its General Disciplinary Processes (see, e.g., Student Life Policies applicable to students in the undergraduate program), as well as with health, safety, and educational referrals and requirements, and/or law enforcement, as appropriate.

In programs other than the undergraduate program, students who are allegedly in violation of Middlebury’s alcohol and drug policies will be referred to the appropriate supervisory authority for the program at issue for further action under Middlebury’s policies, as appropriate (e.g., dean of the Language Schools, dean of International Programs, director of the Bread Loaf School of English, director of the Bread Loaf Writers’ Conference, director of MiddCore, vice president for Student Affairs and dean of the College, director of the School of the Environment, etc.).

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 College believes that alcohol and other drug-related problems affect our entire community and that we’re all responsible for helping safeguard the community health by respecting College policy and intervening in situations of abuse. Any member of the College community having knowledge of an individual on campus who is abusing alcohol or in possession of or using illegal drugs is urged to encourage the individual to seek counseling and/or medical assistance. All members of the community are also expected to help protect the community health by informing appropriate College staff members of instances of drug distribution and/or sales.

Involvement with or dependency upon drugs or excessive or illegal use of alcohol is viewed by the College as a health concern, as well as a disciplinary matter. Any time a Commons dean has reasonable concerns that a student's health is being compromised by alcohol or other drug use (even in cases where no concrete evidence or direct witness is involved), a drug and/or alcohol consultation or assessment, on or off campus, may be required. In addition, the dean may notify the student's parents or guardian of concerns about the student’s drug or alcohol use.

Good Samaritan Policy

Middlebury's Good Samaritan Policy is intended to encourage students to seek swift medical assistance for themselves and others without fear of penalty. Our primary concern is the health and safety of our students. We urge students not only to take care of their own wellbeing, but to behave in an equally responsible way with their peers.

There may be times when safety concerns arise from a student’s excessive drinking or drug use, and in these situations, students should not hesitate to seek help from the Student Life staff, Public Safety, medical or counseling professionals, and/or local or state police out of fear of disciplinary action. Under this Good Samaritan policy, 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 or alcohol.

This policy refers to isolated incidents only, and does not 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 policy. However, in cases involving additional policy violations, Middlebury will consider the positive impact of reporting an incident as well as the health and safety needs of the involved student(s) when determining the appropriate course of action.

This policy cannot protect students from action by law enforcement personnel, but it is consistent with a law enacted by Vermont 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 the life of an overdose victim. 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: 
http://www.middlebury.edu/about/handbook/misc/drug_and_alcohol

In addition to information noted in this Annual Security Report, Middlebury College keeps records of biennial reports describing institutional drug and alcohol abuse education programs, as required under Section 120(a) through (d) of the Higher Education Act, otherwise known as the Drug-Free Schools and Communities Act of 1989. For more information about these reports please contact Barbara McCall, Director of Health and Wellness Education at Middlebury College (802.443.5361; bmccall@middlebury.edu).

Federal and State Laws

Federal, state, and local laws pertaining to the illicit manufacture, possession, distribution, and use of drugs and alcohol are referenced 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 brief 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. § 841 et seq.)
The laws and penalties are listed on the U.S. Department of Justice’s Drug Enforcement Administration website:


See also the links/sections below.

Part D — Offenses and Penalties

Section 841. Prohibited acts A

Section 842. Prohibited acts B

Section 843. Prohibited acts C
Section 844. Penalties for simple possession

Section 844a. Civil penalty for possession of small amounts of certain controlled substances

Sections 845 to 845b. Transferred

Section 846. Attempt and conspiracy

Section 847. Additional penalties

Section 848. Continuing criminal enterprise

Section 849. Transportation safety offenses

Section 850. Information for sentencing

Section 851. Proceedings to establish prior convictions

Section 852. Application of treaties and other international agreements

Section 853. Criminal forfeitures

Section 853a. Transferred

Section 854. Investment of illicit drug profits

Section 855. Alternative fine

Section 856. Maintaining drug-involved premises

Section 857. Repealed

Section 858. Endangering human life while illegally manufacturing controlled substance

Section 859. Distribution to persons under age twenty-one

Section 860. Distribution or manufacturing in or near schools and colleges

Section 860a. Consecutive sentence for manufacturing or distributing, or possessing with intent to manufacture or distribute, methamphetamine on premises where children are present or reside

Section 861. Employment or use of persons under 18 years of age in drug operations

Section 862. Denial of Federal benefits to drug traffickers and possessors
Section 862a. Denial of assistance and benefits for certain drug-related convictions

Section 862b. Sanctioning for testing positive for controlled substances

Section 863. Drug paraphernalia

Section 864. Anhydrous ammonia

Section 864a. Grants to reduce production of methamphetamines from anhydrous ammonia

Section 865. Smuggling methamphetamine or methamphetamine precursor chemicals into the United States while using facilitated entry programs

Vermont Law

Alcohol

Possession and Sale of Alcohol: See Title 7 (Alcoholic Beverages):
http://legislature.vermont.gov/statutes/title/07

Limited Immunity from Liability for Reporting a Drug or Alcohol Overdose (See 8 V.S.A. Sec. 4254):
http://legislature.vermont.gov/statutes/section/18/084/04254

Driving Under the Influence of Alcohol (23 V.S.A. § 1200, et. seq.):
http://legislature.vermont.gov/statutes/chapter/23/013

Illegal Drugs

Possession and Control of Regulated Drugs (18 V.S.A. Sec. 4201 et. seq.)
http://legislature.vermont.gov/statutes/chapter/18/084

Town of Middlebury Ordinance

Alcoholic Beverage Restrictions An Ordinance For Restricting Alcoholic Beverage Use On Town Property:
This ordinance can be found online at:

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


Driving Under the Influence and Other Related Alcohol Offenses: California Vehicle Code: https://www.dmv.ca.gov/portal/dmv/detail/pubs/vctop/vc/vc

Public Intoxication or Under Influence of Controlled Substances: CA Penal Code §647 (f): http://www.leginfo.ca.gov/cgi-bin/calawquery?codesection=pen&codebody=&hits=20

California Drug Laws

The drug laws are contained in the California Health and Safety Code, which is available at: http://www.leginfo.ca.gov/html/hsc_table_of_contents.html
(See Chapter 6, Offenses and Penalties -- Sections 11350 et. seq.).

Information and Resources

The use of illicit drugs and the unlawful possession and use of alcohol is wrong and potentially harmful. Abuse of alcohol and drugs can have a dramatic impact on 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. It is important that all members of our community know where help is available for those who need it. 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.¹ In 2006, there were more than 1.2 million emergency room visits and 2.7 million physician office visits due to excessive drinking.³ The economic costs of excessive alcohol consumption in 2006 were estimated at $223.5 billion.³
The Standard Measure of Alcohol

In the United States, a standard drink is any drink that 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 consuming
  - For women, 4 or more drinks during a single occasion.
  - For men, 5 or more drinks during a single occasion.
- Heavy drinking is defined as consuming
  - For women, 8 or more drinks per week.
  - For men, 15 or more drinks per week.

Most people who binge drink are not alcoholics or alcohol dependent.4

According to the Dietary Guidelines for Americans, if you drink alcoholic beverages, do so in moderation, which is defined as no more than 1 drink per day for women and no more than 2 drinks per day for men.5 However, there are some persons who 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 age 21.
- Recovering from alcoholism or are unable to control the amount they drink.
- Suffering from a medical condition that may be worsened by alcohol.
- Driving, planning to drive, or participating in other activities requiring skill, coordination, and alertness.

Short-Term Health Risks

Excessive alcohol use has immediate effects that increase the risk of many harmful health conditions. These immediate effects are most often the result of binge drinking and include the following—
• Injuries, including traffic injuries, falls, drownings, burns, and unintentional firearm injuries.  
• Violence, including intimate partner violence and child maltreatment. About 35% of victims report that offenders are under the influence of alcohol. Alcohol use is also associated with 2 out of 3 incidents of intimate partner violence. Studies have also shown that alcohol is a leading factor in child maltreatment and neglect cases, and is the most frequent substance abused among these parents.  
• 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.  
• Miscarriage and stillbirth among pregnant women, and a combination of physical and mental birth defects among children that last throughout life.  
• 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.

**Long-Term Health Risks**

Over time, excessive alcohol use can lead to the development of chronic diseases, neurological impairments and social problems. These include but are not limited to—

• Neurological problems, including dementia, stroke and neuropathy.  
• Cardiovascular problems, including myocardial infarction, cardiomyopathy, atrial fibrillation and hypertension.  
• Psychiatric problems, including depression, anxiety, and suicide.  
• Social problems, including unemployment, lost productivity, and family problems.  
• Cancer of the mouth, throat, esophagus, liver, colon, and breast. In general, the risk of cancer increases with increasing amounts of alcohol.  
• Liver diseases, including—  
  o Alcoholic hepatitis.  
  o Cirrhosis, which is among the 15 leading causes of all deaths in the United States.  
  o Among persons with Hepatitis C virus, worsening of liver function and interference with medications used to treat this condition.  
• Other gastrointestinal problems, including pancreatitis and gastritis.

**References**


For more information about alcohol please visit the health and wellness education site on Alcohol ([http://www.middlebury.edu/studentlife/services/hwe/alcohol](http://www.middlebury.edu/studentlife/services/hwe/alcohol)), including:

- alcohol safety strategies ([http://www.middlebury.edu/studentlife/services/hwe/alcohol/alsafety](http://www.middlebury.edu/studentlife/services/hwe/alcohol/alsafety));
- caffeinated alcoholic drinks ([http://www.middlebury.edu/studentlife/services/hwe/alcohol/cads](http://www.middlebury.edu/studentlife/services/hwe/alcohol/cads)); and
- the warning signs of alcohol poisoning ([http://www.middlebury.edu/studentlife/services/hwe/alcohol/alcoholpoisoning](http://www.middlebury.edu/studentlife/services/hwe/alcohol/alcoholpoisoning))

National resources and references on alcohol include:

- College Drinking - Changing the Culture: [http://www.collegedrinkingprevention.gov](http://www.collegedrinkingprevention.gov/)

**Health Risks Associated with Drugs:**

According to the United States Drug Enforcement Agency:

Individuals cannot predict the effects that a drug can have—especially if it's the first time trying it, and even if it's a small amount or dose. 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 United States;
- In the latest year measured, the direct cost of drug abuse was estimated at $52 billion, with indirect costs
For more information about alcohol please visit the health and wellness education site on [Drugs](http://www.middlebury.edu/studentlife/services/hwe/drugs), including non-medical prescription drug use and medication storage safety ([http://www.middlebury.edu/studentlife/services/hwe/drugs/medsafety](http://www.middlebury.edu/studentlife/services/hwe/drugs/medsafety))

National resources and references on drugs include:

- [National Institute on Drug Abuse](http://www.drugabuse.gov)
- [United States Drug Enforcement Administration](http://www.dea.gov/druginfo/factsheets.shtml)

**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](http://theagapecenter.com/AAinUSA/Vermont.htm)

Vermont Department of Health: [http://healthvermont.gov/adap/resources.aspx#help](http://healthvermont.gov/adap/resources.aspx#help)


**California Alcohol- and Drug-Treatment Resources**

**Alameda Social Services**

ACCESS 1-800-491-9099

**Berkeley Free Clinic Information and Resources Collective**

510-548-2570

[http://www.berkeleyfreeclinic.org/resources](http://www.berkeleyfreeclinic.org/resources)

**SAMHSA Center for Substance Abuse Treatment Referral Hotline**

1-800-662-HELP


**Alcoholics Anonymous**

East Bay Intergroup Central Office

510-839-8900
Other Information Sources
For more information on addiction to prescription medications and other drugs, visit:
http://www.drugabuse.gov/

Firearms and Weapons Policies

Middlebury College Campus and Bread Loaf Campus Weapons Regulations

Middlebury College Weapons Regulations

A weapon as used in this policy means any firearm, explosive, knife (with a blade six inches or longer in length or with blades less than six inches which, by design, can be used as weapons, such as switchblades or double-edged blades) or other object that has been designed with the intent to harm a person or deface property.

Weapons are prohibited on the Middlebury College campus. Replicas of weapons are also prohibited unless they are possessed or stored in accordance to the Storage and Exceptions policies below. Discovery of a weapon in a College building, residence hall, on College grounds, locked in a vehicle on College grounds, or in the possession of a student or employee on campus, or any other violation of the weapons regulations, may result in confiscation of the weapon and disciplinary action against the owner and/or person in possession.

Exceptions

Matriculated students and students enrolled in a Middlebury College program and living on campus are permitted, in accordance with Vermont law, to possess weapons for hunting and related activities, such as target practice. A handgun is only allowed to be on campus if it is a duty weapon issued or authorized by the student-owner’s employer. All weapons must be registered and stored with the Department of Public Safety.
Due to their realistic likeness to weapons and potential for causing community alarm, possession or use of toy or replica weapons in a College-sanctioned activity or academic program must be approved in advance by the Department of Public Safety.

**Storage**

Storage is limited to one firearm per person. Permission to store additional weapons may be granted by the Director of Public Safety upon written request. All owners will abide by the firearms storage policy concerning storage time limits and penalties.

1. Middlebury College firearm permits shall be issued for one academic year or the length of the student’s program. Owners must claim their weapon(s) at the close of the academic term or at any time they move out of campus student housing. Firearm permits may be renewed upon request.

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

3. A firearm permit may be revoked for any violation of rules governing the possession of firearms.

**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 that 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. 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**

Report any fire or smoke to the Department of Public Safety at 443-5911 or call 911. The College’s procedure for evacuation in the event of smoke, fire or a fire alarm is located in the emergency procedures section of this report.

If Middlebury determines in the future that improvements in fire safety should be made, it will implement such changes and, to the extent applicable, will reflect such changes in future annual fire safety reports.

**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 and disciplinary action. 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, disciplinary action is pursued as appropriate, 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.
<table>
<thead>
<tr>
<th>Middlebury College Building Name</th>
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<th>Fire System</th>
<th>Carbon Monoxide Detection</th>
<th>Fire Drills</th>
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<tr>
<td>Sprinkler System Coverage</td>
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<td>Standalone Unsupervised system</td>
<td>Battery operated in student rooms</td>
<td>Wall Plug In or ceiling mounted Unsupervised Wall, Ceiling Mounted monitored by DPS CO activated Blue Light on Building</td>
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<td>Allen Hall</td>
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<td>Atwater Residence Hall A</td>
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</table>
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 Inn, 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 on the Middlebury campus, 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 facilities staff and the administrators for the School of English will begin conducting fire drills. To date, there have not been any fire drills conducted at Bread Loaf.

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.

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<tr>
<th>Bread Loaf Campus, Ripton, VT</th>
<th>911 Address</th>
<th>Fire System</th>
<th>Carbon Monoxide Detection</th>
<th>Fire Drills</th>
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</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.
## Middlebury College

### Fire Records

<table>
<thead>
<tr>
<th>911</th>
<th>Street Name</th>
<th>Student Residential Facility</th>
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### 2014
- Battell Hall – unintentional – cooking. Cost $100-$999.
- 236 College Street – unintentional – cooking. Cost $100-$999.
- Voter Hall – unintentional – lamp. Cost $100-$999.
- Forest Hall – undetermined. Cost $100-$999.

### 2012
- Battell Hall – Undetermined. Cost $110-$999.
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</table>

**2014**
- Milliken – undetermined. Cost $100-$999.

**2013**
- Atwater Hall B – unintentional- candle. Cost $793.

**2012**
- Lang – Undetermined. Cost $100-$999.
- Milliken-Undetermined. Cost $100-$999.
- Hadley – all 6 were undetermined. Each of the six cost between $100-$999.
- Hepburn Hall – Undetermined. Cost $100-$999.
### Fire Statistics - Middlebury College

<table>
<thead>
<tr>
<th>Street Name</th>
<th>Student Facility</th>
<th>2012</th>
<th>2013</th>
<th>2014</th>
</tr>
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<tbody>
<tr>
<td>11 Old Chapel Road</td>
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<td>5 Old Chapel Road</td>
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</table>

**Total Fires**: 12

**2014**

**2012**
- Brackett House – Unintentional knocked over toaster. Cost $100-$999.
### Bread Loaf Campus

#### Fire Statistics - Ripton, VT

<table>
<thead>
<tr>
<th>Street Name</th>
<th>Student Residential Facility</th>
<th>2012</th>
<th>2013</th>
<th>2014</th>
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</thead>
<tbody>
<tr>
<td></td>
<td>Fires</td>
<td>Injuries</td>
<td>death</td>
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</table>

### Mills Campus

Note: The statistics include the entire year.

#### Fire Statistics

<table>
<thead>
<tr>
<th>Student Residential Facility</th>
<th>2012</th>
<th>2013</th>
<th>2014</th>
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</thead>
<tbody>
<tr>
<td></td>
<td>Fires</td>
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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.

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/](http://www.mills.edu/maps/).