

III. Policies and Procedures on Crime

The HCHC Student Handbook covers an array of crime prevention and safety policies and procedures in place to ensure the safety of its students, staff and faculty. For your convenience a summary of these policies is listed below.

1. Security and Crime Prevention Policies

a. Restricted Access

Students may not access the following areas:

1. Vacant and abandoned buildings and property.
2. Rooftops.
3. Boiler and electrical rooms.
4. Administration Building on weekends or after 5:00 p.m. Mon-Fri.

b. Campus Offices:

Students should not be in campus offices (faculty, staff or other) after hours or in another student's room without specific authorization. Students who gain unauthorized access into restricted areas are subject to disciplinary action.

c. Residence Halls:

All residential educational institutions are vulnerable to criminal conduct. Therefore, all residents should always be mindful of the following:

1. Doors to rooms or apartments should be locked at all times.
2. Entryways to the Polemanakos Dormitory, Halki Village and Dendrinis Village apartment complexes should never be propped open or left unattended.
3. Residents should never unlock or open the door of the residence hall or apartment complex to anyone who is not a current registered Residence Life student of HCHC.
4. Residents should never admit unknown persons into any non-public area.
5. Students should never allow other persons to occupy their rooms or apartments.
6. Students should avoid walking alone on campus after dark and, whenever possible, should walk in pairs.

d. Security of Personal Items

Each student is responsible for securing his/her personal belongings. It is recommended that students with expensive personal items such as jewelry and other items bring in a personal lock box to ensure the safekeeping of the items. HCHC suggests that you secure your belongings and lock your door when you are away.

HCHC is not liable for any items that are lost or stolen on HCHC property. Students are strongly encouraged to insure valuable personal possessions.

2. Policies Regarding Unacceptable Behavior

HCHC espouses Orthodox values, which, in turn, reflect upon the academic and residential life on campus. Upon enrollment, students agree to abide by the policies, guidelines and rules of HCHC, to respect the rights of all members of the HCHC community, and to submit to disciplinary sanctions imposed for violating the policies, guidelines or rules of HCHC. Of course, students are accountable for ordinary standards of behavior in a civilized society, even though this Handbook may not explicitly prescribe a particular misconduct.

HCHC reserves the right to deny admission to any applicant, deny applications for continuation into the graduate program, and to suspend or to expel any student whose behavior indicates that his/her presence at HCHC endangers or tends to endanger the health, safety, welfare or property of the members of the HCHC community or otherwise interferes or tends to interfere with the orderly and effective functioning of HCHC as an academic and residential community.

In the event of serious misconduct, the student is subject to immediate suspension or expulsion if, in the judgment of the Dean of Students and/ or the Director of Housing, or other designated HCHC staff member, there is a significant risk to the safety, well-being or reputation of the HCHC community or one or more of its members.

a. Vandalism

Unauthorized alteration of any HCHC property or property of others from its original condition, placement and/or presentation, including graffiti, paint, alteration to landscaping, etc. is prohibited.

In keeping with our Orthodox tradition and Hellenic heritage, HCHC strives to educate the whole person, body, heart, soul and mind. With ties to the Orthodox Church, HCHC is also obligated to follow ecclesiastical regulations as well as the moral standards of the Church. As an institution of higher learning in the United States, we are obliged to respect and uphold the principles and laws of the nation and the Commonwealth of Massachusetts. Each of these interests requires that HCHC establish and enforce certain policies, guidelines and rules.

The purpose of the discussion is to communicate to the student why his/her behavior/performance was inappropriate/inadequate and seek the student's agreement to not repeat the behavior/improve upon performance.

Hierarchs of seminarians and seminarian candidates are notified of disciplinary actions when students are found in violation of any charges brought against them.

b. Possession of Weapons

The possession and/or use of any type of firearm and weapon, or the use of hazardous chemicals on HCHC grounds at any time is strictly prohibited. Open flames, fireworks or explosives of any kind are also prohibited. A firearm is defined as any device designed to launch or fire a projectile. A weapon is defined as any object that is used or designed to inflict pain, fear or death on a person or animal (including all knives, spears, paintball guns, plastic guns, air guns or any item resembling a firearm - real or fake, etc.). Violation of this policy may result in the student being subject to criminal proceedings by local authorities and severe disciplinary action, up to and including dismissal from HCHC.

c. Physical/Emotional/Verbal Abuse

Physical or mental abuse of any member of the HCHC community will not be tolerated. Any kind of expressed or implied threat of mental or physical abuse against any person or his/her property for the purpose of submitting a person to physical pain or discomfort, indignity or humiliation at any time, regardless of the intent of such an act, is prohibited.

Such behavior includes, but is not limited to:

1. Detention by personal or mechanical methods.
2. Misuse of one's authority or leadership position.
3. Forcing a student into violation of the law or HCHC regulations.
4. Obscene or threatening phone calls.
5. Threatening or intimidating another individual. 33 34 Behavior
6. Obscene or threatening sent email or instant messages.
7. Words that are spoken face-to-face as a personal insult to the listener or listeners in personally abusive language inherently likely to provoke a violent reaction.

Threatening or abusive behavior will not be tolerated. This includes, but is not limited to, sexual, racial or religious harassment, intimidation, hazing, prank or unwanted phone calls, email, graffiti or invasion of privacy. Acts of verbal or written abuse, threats, intimidation, harassment, coercion and/or other conduct which creates a hostile or offensive working or educational environment are prohibited. If you are being abused, or if you would like to report an abuse, please contact the Dean of Students immediately.

The commission of an act of physical violence against any student, or HCHC employee acting in the performance of his/her duties, is considered an extremely serious offense. Any student who commits an act of physical violence against a Resident Advisor or any staff or faculty member will be subject to disciplinary action. A finding of responsibility in such a call will result in the suspension or expulsion from HCHC.

d. Harassment and Stalking

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Harassment is defined as actions that intend to harass, annoy, or alarm another person. Subjecting a person to unwanted physical contact, or attempts or threats to do the same, are forms of harassment. Other forms of harassment include:

1. Following a person.
2. Engaging in a course of conduct that alarms or seriously annoys another person and that serves no legitimate purpose.
3. Destroying private or public property.
4. Physical or verbal attacks or interference that prevents another person from conducting customary affairs.
5. Puts him/her in fear for their safety, or causes physical injury.
6. Conduct less than a physical attack which does the same.

Stalking is conduct in which a person repeatedly acts toward another person with intent to place the person in reasonable fear of bodily injury or to cause substantial emotional distress.

e. Sexual Advances, Harassment, Assault, Clergy Sexual Misconduct

Unwelcome sexual advances, requests for sexual favors, and/or other verbal or physical conduct of a sexual nature are considered sexual harassment and are illegal when:

- Submission of such conduct is made either explicitly or implicitly a term or condition of the student's status in a program, course, or activity.
- Submission to or rejection of such conduct is used as a criterion for evaluation or as a basis for academic or other decisions concerning that student.
- Such conduct has the purpose or effect of unreasonably Disciplinary Process interfering with a student's work or academic performance or creating an intimidating, hostile or offensive work or academic environment.

Any member of the HCHC community may bring complaints of personal or sexual harassment, sexual assault or violence to the Dean of Students or to the Spiritual Formation and Counseling Services Office. Sexual harassment and sexual assault are unacceptable behaviors for any member of HCHC, including faculty, staff and students.

In addition, the Holy Eparchial Synod of the Greek Orthodox Archdiocese of America has adapted a national policy on the investigation and resolution of complaints of sexual misconduct by clergy.

If you have questions regarding this policy or want to report a complaint of clergy misconduct, call the toll-free hotline is (877) 544- 3382.

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All complaints will be taken seriously and allegations will be investigated fully and impartially. Callers may speak with a male or female volunteer in either Greek or English.

f. Sexual Immorality

Members of the HCHC community are required to refrain from all forms of sexual immorality, including, but not limited to: any form of pornography, rape, sexual violence and abuse and all other forms of sexual misconduct.

Furthermore, the use of any HCHC telephone, computer equipment or personal computer to access pornographic sites, services, and databases or talk stations is prohibited.

g. Sexual Misconduct GOA Policy

For information regarding the policy of the Greek Orthodox Archdiocese of America regarding sexual misconduct, please visit the Archdiocese's website at www.goarch.org.

All students are urged to familiarize themselves with this policy.

3. HCHC Policy on Drug Use

The use of unauthorized prescription drugs, non-prescription drugs or controlled substances is prohibited. Students may not possess, distribute, sell, purchase, illegally manufacture or use any controlled substance or any drug paraphernalia on HCHC premises or at HCHC sponsored activities.

HCHC will cooperate with law enforcement agencies in responding to illegal drug possession. The normal sanction for a first offense violation of this policy is dismissal from HCHC.

All students are required to comply with federal, state and local laws including, without limitation, those relating to the use and/or possession of illegal drugs. HCHC has a zero tolerance for anyone found in violation of these policies. By residing in campus housing, all students agree to comply therewith.

4. HCHC Policy on Alcohol Use

a. Alcohol in Residence Halls

The alcohol policy in the residence halls and apartments at HCHC is designed to support city, state and federal laws as well as to create an environment conducive to learning appropriate and healthy attitudes and behaviors regarding the use of alcohol in our society.

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1. In HCHC residence halls and on-campus apartments: residents of legal age (21 years) and over may possess and consume alcoholic beverages in their rooms/apartments and in the rooms/apartments of other students 21 years of age or Behavior older. The consumption or possession of alcoholic beverages in open containers is prohibited in hallways, stairways, elevators, lobbies, lounges, recreation areas, restrooms, and all other areas of the residence.
2. If the residents of a student room/apartment are not of legal drinking age (21 years), no alcohol is allowed in the residence at any time. Neither residents nor their guests (even if they are of legal drinking age) may bring alcoholic beverages into the residence. If a student is under 21 years and in a room/ apartment where alcohol is present, a violation will be written for all students present (regardless of age).
3. If one resident is of legal drinking age and one is not, the resident of legal age may not possess and/or consume alcohol in his/her room/apartment. If anyone other than the residents of said room/apartment enters the residence, all alcohol consumption must cease and containers must be stored out of plain view (even if guests are 21).
4. No student of legal drinking age is allowed to purchase or in any way provide alcohol for an underage student.
5. Individual and organizational violations will accumulate for one academic year.

b. Keg Penalties

Any individual(s) who brings a keg or similar prohibited container to the campus is subject to a \$500 fine, removal from campus housing, and appropriate disciplinary action. Any organization that allows a keg or similar prohibited container on campus property is subject to a \$1000 fine. If a second violation occurs, a \$1500 fine will be billed and the organization that permits the serving of or serves alcoholic beverages on HCHC grounds is subject to the same penalty as for a keg.

c. Alcohol and Behavior

The use of alcohol will not, under any circumstance, be accepted as an excuse for irresponsible behavior such as the making of excessive noise, vandalism, violence, sexual assault, etc. Any effort to induce or force a student to drink against his/her expressed desire will be treated as a serious offense. Students should be aware that a pattern of violations often indicates a problem with alcohol. Any violation of the alcohol policy will result in the confiscation of the beverage and disciplinary action.

For those 21 years of age and older, any appearance of drunkenness on campus (including but not limited to slurred speech, decreased motor functions, disorderly conduct, vomiting, passing out, etc.) will result in an immediate write-

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up, a meeting with the Dean of Students (to determine any disciplinary actions), and a loss of the privilege to drink on campus. The student will be referred to the Office of Spiritual Formation and Counseling Services for an evaluation. Any further alcohol-related violations or lack of follow-up with the SFCS may result in disciplinary actions including and up to suspension or dismissal.

For those under 21 years of age: Any possession or consuming of alcohol and any appearance of drunkenness (including but not limited to slurred speech, decreased motor functions, disorderly conduct, vomiting, passing out, etc.) will result in an immediate write-up followed up by a meeting with the Dean of Students to determine any disciplinary actions. The student will be referred to the Office of Spiritual Formation and Counseling Services for an evaluation. Any further alcohol-related violations or lack of follow-up with the SFCS may result in disciplinary actions including and up to suspension or dismissal.

HCHC does not prohibit the consumption of alcohol at off-campus events. However, it should be understood that HCHC neither sponsors nor approves of such events.

Help Is Available

A student who voluntarily seeks help for drug or alcohol abuse is not subject to disciplinary action; in fact, HCHC officials will do everything they can to assist the student in obtaining appropriate treatment. If the student continues to drink and/or use drugs, then he/she does become subject to disciplinary action.

All students are required to comply with federal, state and local laws including, without limitation, those relating to the use and/or possession Behavior of alcoholic beverages.

Massachusetts state law strictly prohibits possession and/or consumption of alcohol by anyone less than 21 years of age. the sale, use or possession by minors of alcoholic beverages, or providing or selling alcoholic beverages to minors on HCHC premises or at HCHC-sponsored activities is strictly prohibited. By residing in any campus housing (Polemanakos, Halki or Dendrinos), all students agree to comply therewith.