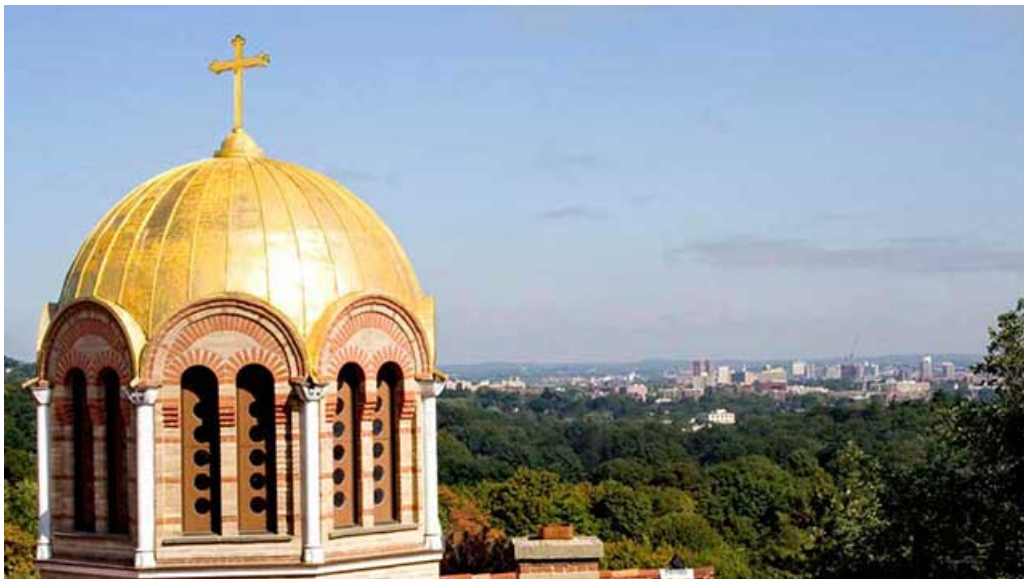


Hellenic College
HOLY CROSS
Greek Orthodox School of Theology

**Annual Campus Security & Fire Safety Report
2019**



September, 2020

This report is published annually in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (20 U.S.C Section 1092(f)) and the Higher Education Opportunity Act. All currently registered students as well as employees are directly mailed (via campus e-mail) a notice by October 1 of each year which includes a statement of the report's availability, the electronic address at which it is posted, a brief description of the contents, and a notice that a paper copy will be provide upon request. An electronic version is available online at: <https://www.hchc.edu/compliance/jeanne-clery-act-compliance/>

Printed copies may be requested by calling Fr. Antonios A. Papathanasiou at 617-991-7124, by written request, or in person at the Office of Student Life.

Important Numbers

Resource people for reporting fire related incidents, suspected criminal activity, possible missing student.

Emergency Situations

In case of Emergency dial **911**

Brookline Police Emergency Line:	617-730-2222
Boston Police Department (District E-13 Jamaica Plain)	617-343-5630
Campus Security Duty Officer:	617-304-3774
Rev. Fr. Antonios A. Papathanasiou Dean of Students	617-991-7124
Fr Philip Halikias Title IX Deputy Coordinator	617 582 3216

Non-Emergency Situations

Campus Security Duty Officer	617-304-3774
Rev. Fr. Antonios A. Papathanasiou Dean of Students	617-991-7124
<u>Polemanakos Dormitory</u> Panayioti Steele Resident Housing Director:	703-964-7712

Spiritual Formation and Counseling Services Office: (Provides confidential counseling)	617 850-1204
---	--------------

Contents

IMPORTANT NUMBERS	2
Emergency Situations	2
Non-Emergency Situations	2
CONTENTS	3
INTRODUCTION	5
CAMPUS SECURITY	6
Security and Crime Prevention Policies	6
Facilities Access	6
Security of Personal Items	7
Reporting crime and emergencies	7
General Reporting Procedure	7
Protection Against Retaliation	8
Timely Warnings	8
Procedures for Timely Warning of Campus Crime	8
Procedures for Immediate Notification of Campus Emergencies	9
Content of Emergency or Crime Notices	9
Missing Student Notification Policy	10
Campus Sexual Violence Response and Prevention Program	10
Definitions	11
Prevention and Awareness Programs	12
Reporting Sexual Misconduct	12
VICTIM RIGHTS	13
Contact information for reporting Sexual Violence	14
Prohibition of Retaliation	14
Campus and Community Resources and Support	14
Disciplinary Proceedings	15
Responding to Complaints of Sexual Misconduct	17
Possible Remedies and Sanctions	20
Interim Protections	20
Effect of Criminal Proceedings	21
Notice	21
Appeal Process	21
Disciplinary Process	22

Changes to Academic, Living and Working Situations	23
Restraining Order	23
Obtaining Registered Sex Offender Information	23
Policies on Prevention Education	24
Policies and Procedures on Crime	24
Policies Regarding Unacceptable Behavior	24
GOA Policy on Sexual Misconduct	27
Alcohol Policy	27
Legal Sanctions	27
Sanctions in the Student Handbook	27
Drug Policy	29
Legal Sanctions	29
Seeking Help	30
CRIME STATISTICS	31
Policies for preparing annual crimes statistics disclosure	31
FIRE SAFETY REPORT	32
Regulations	32
1. Fire Statistics	35
2. Description of on Campus Student Housing Facilities Fire Safety System	35
3. Fire Drills	35
Procedures	35
Flammable Material	36
Smoking	36
Fire & Smoke Alarms, Heat Detectors & Extinguishers	36
Burning or Lighting of Materials	36
5. Procedures for student housing evacuation in the case of a fire.	37
6. Policies on Prevention Education	37

Introduction

As an institution which receives federal financial aid funding, Hellenic College Holy Cross (HCHC) is subject to certain federal rules and regulations. The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act of 1998 require the annual disclosure of certain crime statistics as well as institutional policies regarding campus security. In addition, the Higher Education Opportunity Act requires the disclosure of fire safety information and annual fire statistics for on-campus residence halls.

This report covers the Hellenic College Holy Cross campus at 50 Goddard Avenue, located mostly in Brookline, MA, with a portion of the territory in Boston, MA, and present statistics corresponding to the period January 1, 2019 to December 31, 2019.



The purpose of this report is providing the HCHC community with the information required by federal regulations, as well as with additional helpful information. This report was prepared by the Consultant of Institutional Research and Accreditation, with the support of different offices. It is annually reviewed.

The report consists of two main parts: the Campus Security Report and the Fire Safety Report and present statistics corresponding to the period January 1, 2019 to December 31, 2019.

Campus Security

Hellenic College Holy Cross does not have a police department. All situations are handled in conjunction with the Town of Brookline Fire and Police Departments. Campus alarms are programmed to dispatch the Brookline Police Department immediately.

Campus Security is managed by Longwood Security Systems, an independent security company recognized as one of Boston's most respected security providers. All Longwood Security officers have authority to ask persons for identification and to determine whether individuals have lawful business on campus. Campus Security personnel cannot make arrests.

The Longwood Security Systems personnel are CPR and AED certified and well versed in emergency response. As part of their employment agreement, they are actively involved with ongoing safety training and represent some of the best-trained guards in the region.

All security patrol cars are clearly marked, and security guards are uniformed so both are readily identifiable. All campus buildings and grounds are constantly patrolled for unauthorized, unusual, or suspicious activity and regularly monitored for potential safety concerns and fire hazards.

The HCHC security guard is on duty, making rounds Monday-Friday from 4:30 p.m. - 5:00 a.m. There is 24-hour coverage on Saturdays and Sundays.

All incoming students, staff, and faculty are introduced to the security staff (resident directors, and resident advisors) at the time of orientation, briefed on the services provided by the Office of Student Life, and encouraged to contact the office with any potential problems, concerns, or recommendations. The Security staff is also readily available to students, faculty, and staff, and requests for escort services and other safety precautions are always encouraged. Campus Security is also responsible for providing crime awareness education programs, emergency preparedness, and administering and enforcing parking regulations.

For a copy of the HCHC Master Emergency Response Plan, please contact Fr. Antonios A. Papanthanasios (apathanasiou@hchc.edu).

Security and Crime Prevention Policies

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.

Facilities Access

Below are the policies regarding access to campus facilities and security considerations.

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. Access to building entrances and rooms or apartments is granted with keys. Doors to dormitories, 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.

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.

Reporting crime and emergencies

Anyone with information regarding a possible crime or other emergency situation that poses a threat to the campus community should call 911 immediately!

General Reporting Procedure

Always, in case of an emergency call 911. All members of the HCHC community are urged to report any crime, fire, or suspicious circumstance immediately even when the victim of the crime elects not to or is unable to make such report. Confidential crime reports can be filed with the Brookline Police Department (617-730-2222). If it is a dormitory related situation, the student is to report anything he/she sees or hears out of the ordinary to the Resident Assistant, the Resident Directors, or the Dean of Students immediately. Contact numbers are on page 2 of this document.

Conduct or crimes which may need to be tracked for inclusion in the annual security report can be reported to any Campus Security Authority (CSA). CSAs are individuals who, by virtue of their university responsibilities and under the Clery Act, are designated to receive and report criminal incidents to the Department of Public Safety. The main CSAs at Hellenic College are included on page 2 of this document.

Crimes reported to this authorities or other CSA will be included, in an anonymized way, in the annual disclosure of crime statistics. Information to be shared in this report includes: date and location of the incident (including Clery location categories and terminology), and the Clery crime category.

Upon receiving a report of a suspected crime or other emergency situation, the Dean of Students will evaluate whether there is cause to be investigated, and contact the police department whenever it is required. Should it appear that criminal activity is occurring or did occur; the corresponding police department shall take appropriate action. If the matter concerns a campus disciplinary matter, the Dean of Students will address the situation following the procedures defined in the student handbook.

The Office of Spiritual Formation & Counseling Services (SF/CS) assists students and the families of married students in addressing a wide range of social and emotional issues. **Pastoral and professional counselor are not required by the Clery Act to report crimes.** However, HCHC encourages pastoral and professional counselors to report all crimes when, in their professional judgment, it is consistent with the best interests of the individual who notified the counselor of a crime.

Protection Against Retaliation

The Clery Act protects against retaliation by an institution, officer, employee, or agent of an institution for exercising their rights under the Act. Retaliation includes intimidation, threats, coercion, discrimination or any other form of retaliation. Hellenic College Holy Cross is in full agreement of this policy and abides by its instruction completely.

Timely Warnings

HCHC has implemented Rave Alert System, a campus-wide system that notifies all students, faculty, and staff via programmed telephone call, e-mail and text about any major event affecting the school and its community. Only messages related to emergencies and timely notifications will be issued through this system.

Students contact information for these warnings is obtained from the Emergency Contact form from the admissions packet. It is important that HCHC community members provide and keep updated their contact information to be able to receive these important messages. Any changes in the emergency contact information should be notified to the Office of Students.

Procedures for Timely Warning of Campus Crime

When a crime on or near the campus is reported, the Emergency Response Plan (ERP) Administrator, Fr. Antonios A. Papatasiou or the Marcie Moline, will promptly assess the

potential danger or threat it presents to the campus community and, in the event of an immediate threat, shall notify the community using the Rave Mobile System.

All Clery Act Crimes which represent a serious or continuing threat to the person and/or property of students and employees can prompt a timely warning. Examples include, but are not limited to: aggravated assault, forcible sexual offenses, robbery, missing person, arson, non-negligent manslaughter, murder, hate crimes, and motor vehicle theft. Warnings will be disseminated in a manner that protects the privacy of the victims of such crimes.

Rave alerts will be issued in case of campus emergencies or crime notices according to the following procedures.

Procedures for Immediate Notification of Campus Emergencies

Warnings related to emergencies, such as building collapse or fire, and situations that may cause disruption of operations, such as weather-related issues, power outages, water emergencies or serious acts or threats can also trigger a timely warning.

In the event of a significant emergency or dangerous situation occurring on campus the ERP Administrator after consultation with Hellenic's ERP Contacts and the Facility Operations Manager shall assess whether the situation presents an immediate threat to the health or safety of students and employees. If that is the case, the ERP administrator will immediately notify the HCHC community via the Rave Mobile System. Incidents which are reported to the community may be reports which come directly to the administration or through local law enforcement authorities.

Content of Emergency or Crime Notices

Warnings related to crime will typically include:

- the type of reported crime
- the time and location at which the reported crime occurred
- specific advice to the campus community regarding steps to take to avoid becoming a victim.
- Any other information that would promote safety.

Warnings related to emergencies will typically include:

- the type of incident or threat
- steps necessary to be taken (e.g. take shelter or evacuate).
- Any other information that would promote safety, including source of the warning.

HCHC reserves the right to redact information in the warning which could compromise efforts to assist a victim, compromise an on-going investigation from local and state law enforcement authorities, or when it can potentially make a material, immediate difference for public safety.

Warnings related to emergencies will include:

- the type of emergency
- specific advice to the campus community regarding steps to take.
- Any other information that would promote safety.

A timely warning can be enacted by:

- **Fr. Antonios A. Papathanasiou**, ERP Administrator.
- **Dn. Gary Alexander** and
- **Marcie Moline**.

Missing Student Notification Policy

The term “Missing Student” refers to any Hellenic College Holy Cross student who resides in on-campus housing.

As required under Federal Law, each student living on-campus has the option to designate a confidential contact person to be contacted by the institution in case of an emergency or not later than 24 hours after the time that the student is determined missing in accordance with this policy. Authorized campus officials and law enforcement will also have access to this information as it pertains to the missing student investigation. People registered as confidential contact will only be contacted in case of an emergency or a missing person declaration.

Confidential contact information is obtained from the Emergency Contact form from the admissions packet. Students can update this information at any time by contacting the Office of Student Life.

Any member of the HCHC community who has reason to believe that a student who resides in on-campus housing has been missing for more than 24 hours should immediately notify the Dean of Students and/or Campus Security.

If a student has been determined to be missing, no later than 24 hours following the determination, HCHC will:

- 1) Contact the designated contact person
- 2) Notify the Brookline and Boston Police departments,
- 3) If the missing student is under 18 years of age and is not an emancipated individual, HCHC notify a custodial parent or guardian, in addition to any designated contact person.

Authorized campus officials are permitted to investigate and enter a missing student’s living quarters before contacting emergency contacts and/or law enforcement.

Depending on the circumstances regarding the student’s absence or status, HCHC reserves the right to notify parents and/or permanent legal guardian regarding the report of the missing student at any time, regardless of their age.

Campus Sexual Violence Response and Prevention Program

HCHC strives to provide a learning and campus environment free from all forms of sexual misconduct. HCHC accordingly prohibits conduct which constitutes sexual harassment, sexual assault and violence, dating violence, domestic violence, and stalking as those terms are defined below.

In support of this commitment, HCHC takes steps to increase awareness of such misconduct, eliminate its occurrence on campus, provide support for survivors, diligently investigate all reports of sexual misconduct, and deal fairly and firmly with offenders. Creating a safe campus environment and a culture of respect is the shared responsibility of all members of the HCHC community, individually and collectively.

Sexual harassment and sexual assault are unacceptable behaviors for any member of HCHC, including faculty, staff and students. HCHC prohibits the crimes of dating violence, domestic violence, sexual assault, and stalking, in accordance with the Clery Act and Title IX.

In addition, the Holy Eparchial Synod of the Greek Orthodox Archdiocese of America has adopted a national policy on [dealing with Sexual Misconduct in the Church](#).

Definitions

In accordance with the Clery Act, the definitions of certain sexual violence terms under Massachusetts law are included below. These definitions may differ from those included in the Sexual Misconduct /Title IX Policy included in the HCHC Academic Guide.

Sexual Assault: There is no crime called “sexual assault” in Massachusetts; however, there are related crimes of “indecent assault and battery,” “rape,” and “assault with intent to commit rape.”

The [Massachusetts Adult Sexual Assault Law Enforcement Guidelines](#) (2017) includes the following definitions:

Rape is the penetration of a person’s bodily orifice (vagina, anus, and mouth) by any part of another’s body or by an object performed against the victim’s will, without consent and with the threat of or actual use of force (MGL ch 265 sec 22).

Indecent Assault and Battery (+14 years of age) is the “indecent” touching (touching portion of body thought to be private such as breasts, buttocks and genitals) without legal justification or excuse of a person at least 14 years of age without that person’s consent (MGL ch 265 sec 13H)

Consent. “Consent,” in reference to sexual activity, is not defined by statute in Massachusetts; however, the lack of consent is an element of the crimes of rape and indecent assault and battery. Under Massachusetts law, consent for sexual activity cannot be obtained from an individual who is incapable of giving consent because the person: has a mental, intellectual, or physical disability; or is under the legal age to give consent (16 in Massachusetts); or is asleep, “blacked out,” unconscious, physically helpless; or otherwise incapacitated, including through the consumption of alcohol or drugs.

Domestic and Dating Violence. There are no crimes called “dating violence” or “domestic violence” in Massachusetts; however, there is a related crime of abuse.

Abuse is defined in G.L. c. 209A § 1 as: “the occurrence of one or more of the following acts between family or household members:

- (a) attempting to cause or causing physical harm;
- (b) placing another in fear of imminent serious physical harm; or

(c) causing another to engage involuntarily in sexual relations by force, threat or duress.

“Family or household members” are persons who:

- (a) are or were married to one another;
- (b) are or were residing together in the same household;
- (c) are or were related by blood or marriage;
- (d) having a child in common regardless of whether they have ever married or lived together;
or
- (e) are or have been in a substantive dating or engagement relationship, which shall be adjudged by courts through consideration of the following factors:
 - (1) the length of time of the relationship;
 - (2) the type of relationship;
 - (3) the frequency of interaction between the parties; and
 - (4) if the relationship has been terminated by either person, the length of time elapsed since the termination of the relationship.

Stalking. Stalking is a crime under G.L. c. 265, § 43 (a), where it is described as follows:

- (1) “Whoever (1) willfully and maliciously engages in a knowing pattern of conduct or series of acts over a period of time directed at a specific person which seriously alarms or annoys that person and would cause a reasonable person to suffer substantial emotional distress, and (2) makes a threat with the intent to place the person in imminent fear of death or bodily injury, shall be guilty of the crime of stalking . . . The conduct, acts or threats described in this subsection shall include, but not be limited to, conduct, acts or threats conducted by mail or by use of a telephonic or telecommunication device or electronic communication device including, but not limited to, any device that transfers signs, signals, writing, images, sounds, data, or intelligence of any nature transmitted in whole or in part by a wire, radio, electromagnetic, photo-electronic or photo-optical system, including, but not limited to, electronic mail, internet communications, instant messages or facsimile communications.”

Prevention and Awareness Programs

Reporting Sexual Misconduct

The first priority of a victim of sexual violence should be to get to a place of safety and obtain any necessary medical treatment.

Victims are encouraged to preserve any physical evidence, which may assist in proving that the offense occurred and may also be helpful in seeking a protective order. (Ideally, after a sexual assault, a victim should not take a shower, wash, or change clothing prior to a medical exam). If possible, the crime scene should remain undisturbed.

Victim Rights

Any student or employee who becomes a victim of dating violence, domestic violence, sexual assault and stalking (whether on or off campus) has the right to receive written explanation of their rights and options.

Victims or survivors of sexual misconduct have the choice to:

- **Notify directly to**
 - **Brookline Police Department:** 617-730-2222 or
 - **Boston Police Department** (District E-13, Jamaica Plain):
Front Desk: 617-343-5630
Domestic violence 617-434-5623.
- **Be assisted by campus authorities in notifying law enforcement authorities.** In which case they are encouraged to contact the Dean of Students, the Title IX Coordinator, or the Office of Spiritual Formation and Counseling Services.
- **Decline to notify to such authorities.**

Individuals are encouraged to report alleged incidents of sexual misconduct immediately, whether they are a victim or observer of an incident, in order to maximize HCHC's ability to respond promptly and effectively by taking steps to end the behavior, prevent its recurrence, and address its effect.

Faculty and staff may report incidents to the Title IX Coordinator or any Deputy Title IX Coordinator, a supervisor, a dean, or a department head. In general, when one of these offices receives a report, HCHC must commence an investigation. All reports of such incidents will be disclosed to the Title IX Coordinator.

HCHC recognizes that student complainants may be most comfortable disclosing sexual misconduct to a College employee they know well, such as a faculty member or resident advisor ("RA"). Students are welcome to speak with them, but should understand that these individuals are considered "responsible employees" (other than the confidential resources identified below), and **if responsible employees receive a report of sexual misconduct, they are required to inform the Title IX Coordinator about the incident.** HCHC defines a "responsible employee" to include supervisors and officials with significant responsibility for student and campus activities including, but not limited to, academics, student residences, discipline, and campus safety. Employees whose positions legally require confidentiality (e.g., counseling staff and clergy) are not "responsible employees."

Before a student discloses an incident of sexual misconduct, HCHC faculty and staff will try to ensure that the student understands the employee's reporting obligations— and, if the student wishes to maintain confidentiality, direct the student to confidential resources. Similarly, before a faculty or staff member discloses an incident of sexual misconduct, the person to whom the disclosure is to be made will endeavor to ensure that the faculty or staff member understands his or her reporting obligations. Below, we have identified the confidential resources available to students, faculty, and staff who do not wish to file a complaint or trigger an investigation, or who would like to better understand their options.

HCHC encourages complainants to pursue criminal action for incidents of sexual misconduct that may also be crimes under Massachusetts law. In general, HCHC will notify the Boston or Brookline Police Department of allegations of sexual violence.

HCHC will also assist a complainant in making a criminal report and will cooperate with law enforcement agencies if a complainant decides to pursue the criminal process to the extent permitted by law. However, a complainant may also choose not to pursue criminal action, and under most circumstances, the Boston or Brookline Police Department will not force a complainant to pursue criminal charges if he or she is not willing to do so.

Contact information for reporting Sexual Violence

Any member of the HCHC community may bring complaints of personal or sexual harassment, sexual assault or violence to the following persons:

Name	Position	Phone	E-mail
Rev. Fr. Antonios A.Papathanasiou	Dean of Students	617-991-7124	apapathanasiou@hchc.edu
Fr. Philip Halikias	Deputy Title IX Coordinator	617 582 3216	phalikias@hchc.edu
Ms. Betty Paganis	Counselor Office of Spiritual Formation and Counseling Services	617 850-1206	bpaganis@hchc.edu
Dr. Robert (Bob) Murray	Counselor Office of Spiritual Formation and Counseling Services	617 850-1205	rmurray@hchc.edu

Prohibition of Retaliation

It is a violation of this policy and applicable laws to retaliate against or intimidate any individual who brings a complaint under this policy or who cooperates with or otherwise participates in the investigation or resolution of a complaint under this policy. HCHC will take steps to prevent retaliation and intimidation and will also take strong responsive action if HCHC determines that retaliation has occurred. Any such acts should be promptly reported to a Title IX coordinator. This policy also applies to any allegation that a member of the community has attempted to prevent an individual from reporting sexual misconduct.

Campus and Community Resources and Support

HCHC offers non-judgmental and confidential support through the [Office of Spiritual Formation and Counseling Services](#) to any party involved in a sexual misconduct incident.

Below, we have identified some confidential resources available to students, faculty, and staff who do not wish to file a complaint or trigger an investigation, or who would like to better understand their options.

Disciplinary Proceedings

Campus Security Authorities (CSA), such as Title IX Coordinator, Dean of Student Life, of Campus Housing and Security officer must disclose any incident of sexual misconduct. Pastoral and professional counselor are not required by the Clery Act to report such incidents.

Before a student discloses an incident of sexual misconduct, HCHC faculty and staff will try to ensure that the student understands the employee's reporting obligations — and, **if the student wishes to maintain confidentiality, direct the student to confidential resources**. Similarly, before a faculty or staff member discloses an incident of sexual misconduct, the person to whom the disclosure is to be made will endeavor to ensure that the faculty or staff member understands his or her reporting obligations.

In general, when a Campus Security Authority (CSA) receives a report, HCHC must commence an investigation. All reports of such incidents will be disclosed to the Title IX Coordinator.

Privacy and Confidentiality

Privacy

HCHC wants all community members to seek the assistance they need without fear that the information they provide will be shared more broadly than they would like. All reports of sexual misconduct will be handled confidentially to the extent allowed by law. Even when College employees have an obligation to report sexual misconduct, they will protect and respect an individual's privacy to the greatest extent possible and share information only on a need-to-know basis. The information reported will only be shared with HCHC employees who will be assisting in the investigation and/or resolution of the complaint. HCHC's ability to make a meaningful investigation and take corrective action may be limited if an individual insists on complete confidentiality.

Upon written request, HCHC will disclose to the alleged victim of a crime of violence, or a non-forcible sex offense (Statutory Rape and Incest), the report on the results of any disciplinary proceeding conducted by the institution against a student who is the alleged perpetrator of such crime or offense. If alleged victim is deceased as a result of such. Rime or offense, the next of kin of the victim shall be treated as the alleged victim for purposes of disclosure under this policy.

Requesting Confidentiality

In some cases, HCHC may not be able to honor a confidentiality request in order to adhere to its obligation to provide a safe, non-discriminatory environment for the HCHC community. If a report of sexual misconduct discloses an immediate threat to the HCHC community, where timely notice must be given to protect the health or safety of the community, HCHC may not be able to maintain the same level of confidentiality. Immediately threatening circumstances include, but are not limited to, reported incidents of sexual misconduct that included the use of force, a weapon, or other circumstances that represent a serious and ongoing threat to students, faculty, staff, or visitors. If the Title IX Coordinator determines that HCHC cannot maintain a complainant's confidentiality, the Title IX Coordinator will inform the complainant prior to starting an investigation and will only share information with those officials responsible for handling the investigatory response.

When weighing a request that no investigation be pursued or the complainant's identity not be disclosed, the Title IX Coordinator will consider a range of factors, including:

- Whether the respondent is likely to commit additional acts of sexual or other violence;
- Whether there have been other sexual misconduct complaints about the same respondent;
- Whether the respondent has a history of arrests or records from a prior school indicating a history of violence;
- Whether the respondent threatened further sexual misconduct or other violence against the complainant or others; and
- Whether the sexual misconduct was committed by multiple respondents.
- The sexual misconduct was perpetrated with a weapon;
- The complainant is a minor;
- The respondent is an HCHC employee;
- HCHC possesses other means to investigate the sexual misconduct (e.g., security cameras or personnel, physical evidence); or
- The complainant's report reveals a pattern of perpetration (e.g., via illicit use of drugs or alcohol) at a given location or by a particular person or group.

The presence of one or more of these factors could lead HCHC to investigate and, if appropriate, pursue conduct action against the respondent. If none of these factors are present, HCHC will likely respect the complainant's request.

Confidential and Privileged Resources

Office of Spiritual Formation

Incidents may be reported confidentially to the Office of Spiritual Formation and Counseling Services. Mental health counselors are bound to professional standards regarding confidentiality, and will not reveal the identity of victims, unless there is an imminent safety concern or as otherwise required by law.

These resources can explain options for obtaining additional support from HCHC and off-campus resources. These resources can also arrange for medical care and accompany complainants, or arrange for someone to accompany complainants, to seek such care. Students may use these resources to talk to someone about an incident of sexual misconduct in a confidential manner whether or not they decide to make an official report or to participate in HCHC complaint resolution process or the criminal justice system. Conferring with these resources will not trigger an investigation by HCHC or law enforcement. However, these offices are familiar with the College's complaint resolution processes, can explain what to expect, and can provide support while disciplinary or criminal processes are pending.

HCHC encourages complainants to pursue criminal action for incidents of sexual misconduct that may also be crimes under Massachusetts law. In general, HCHC will notify the Boston or Brookline Police Department of allegations of sexual violence. HCHC will also assist a complainant in making a criminal report and will cooperate with law enforcement agencies if a complainant decides to pursue the criminal process to the extent permitted by law. However, a complainant may also choose not to pursue criminal action, and under most circumstances, the

Boston or Brookline Police Department will not force a complainant to pursue criminal charges if he or she is not willing to do so.

External Resources

Below are some external sources to services related to sexual abuse. These providers are not related to HCHC and its inclusion in this list constitutes no endorsement.

Evidence Collection and Medical Treatment

Sexual Assault Nurse Examiners (SANEs) are specially trained nurses who provide immediate, compassionate, and comprehensive medical-legal evaluation and treatment.

- **Beth Israel Deaconess Medical Center** (preferred hospital)
330 Brookline Avenue
Boston, MA 02215
- 617-667-8141 (Center for Violence and Recovery)
- 617-667-3421 (Social Work)
- <https://www.bidmc.org/centers-and-departments/social-work/center-for-violence-prevention-and-recovery/sexual-assault>
- Brigham and Women's Hospital ER 617-732-5636

Counseling and Support

- **Boston Area Rape Crisis Center (BARCC)**
24-hour hotline: 800-841-8371
<https://barcc.org/help>
- **Fenway Community Health Violence Recovery Program**
617-927-6250
<https://fenwayhealth.org/care/behavioral-health/violence-recovery/>
- **Domestic Violence Support and Advocacy
Jane Doe, Inc.**
The Massachusetts Coalition Against Sexual Assault and Domestic Violence
617-248-0922
Info@janedoe.org
<http://www.janedoe.org/> 16 Reporting and Legal Support
- **Greater Boston Legal Services**
617-371-1234
<https://www.gbls.org/civil-legal-aid-victims-crime-program>

Responding to Complaints of Sexual Misconduct

When appropriate, HCHC will investigate the complaint. HCHC will endeavor to complete its investigation within sixty (60) calendar days. The investigation will include one or more

interviews with the complainant, the respondent, and any witnesses. The investigation will include the gathering of any physical, documentary, or other relevant and available evidence.

As part of the investigation, HCHC will provide an opportunity for all parties to present written statements, identify witnesses and submit other evidence. A hearing may also be conducted pursuant to HCHC's Disciplinary Process.

HCHC endeavors for the investigation, adjudication, and resolution of sexual misconduct complaints to be accessible, prompt, equitable, and impartial. Throughout this process, both the complainant and respondent have the following rights:

- To be treated with respect, dignity, and sensitivity.
- To receive appropriate support from HCHC.
- Privacy to the extent possible, consistent with applicable law and this Policy.
- Information about HCHC's Sexual Misconduct Policy.
- The presence of an Advisor throughout the process.
- To participate or to decline to participate in the investigation or complaint resolution process. However, a decision not to participate in the process either in whole or in part will not prevent the College from proceeding with the information available.
- A prompt and thorough investigation of the allegations.
- Adequate time to review documents following the investigation.
- To appeal the decision made or any sanctions imposed to the President.
- To challenge a hearing panel member(s) for a possible conflict of interest.
- To refrain from making self-incriminating statements.
- Notification, in writing, of the case resolution, including the outcome of any appeals.
- For the complainant, to report the incident to law enforcement at any time.

HCHC will disclose information about its investigation and resolution of sexual misconduct complaints only to those who need to know the information in order to carry out their duties and responsibilities. It will inform all HCHC personnel participating in an investigation, proceeding, or hearing that they are expected to maintain the privacy of the process. This does not prohibit either a complainant or respondent from obtaining the assistance of family members, counselors, therapists, clergy, doctors, attorneys, or other resources.

In most cases, the investigator will prepare a written report at the conclusion of an investigation. Before the report is finalized, the participating complainant and respondent will be given the opportunity to review their own statements and, to the extent appropriate to honor due process and privacy considerations, the participating complainant and respondent may also be provided with a written or oral summary of other information collected during the investigation. A complainant or respondent must submit any comments about their own statement, or on any investigation summary that might be provided, to the investigator within five (5) calendar days after that statement or summary was provided.

Following the receipt of any comments submitted, or after the five (5)-day comment period has lapsed without comment, the investigator will address any identified factual inaccuracies or misunderstandings, as appropriate, and then make a recommendation.

The investigator will present a report, including a summary of the investigation, the investigator's findings with respect to responsibility for conduct violations, and a summary of the investigator's rationale in support of the findings, to the Office of the Dean of Students as well as the Title IX Coordinator.

Upon the approval of the investigation report and findings, the Dean of Students or designee will determine the appropriate sanction(s) and remedies if there is a finding of responsibility. Both parties will be notified in writing of the resolution of the investigation.

The disciplinary process is not subject to formal rules of court or evidence. For the disciplinary process, a student is not "found guilty" based on proving a case "beyond a reasonable doubt" as in criminal law, but can be "held responsible" for an alleged violation of the sexual misconduct policy that is "more likely than not" to have occurred (referred to as the "preponderance of evidence" standard).

Information to the Complainant

After receiving a report of sexual misconduct, the Title IX Coordinator will notify the complainant of the option to have an Advisor accompany him or her to any meeting or interview related to the complaint resolution process. The Coordinator will also:

- Provide the complainant with information regarding the Rights of the complainant and respondent.
- Explain the prohibition against retaliation.
- Explain the process for investigating and resolving a sexual misconduct complaint (including the available appeal procedures).
- Instruct the complainant not to destroy any potentially relevant documentation in any format.
- Give the complainant a copy of the relevant policies.
- Explain the availability of interim measures.
- Provide the complainant with a list of on-campus and off-campus support resources.

Information to the Respondent

Unless the complainant requests and is granted confidentiality, the respondent will be notified in writing that a complaint alleging sexual misconduct has been filed against him or her. The respondent will be advised that he or she may have an Advisor accompany him or her to any meeting or interview related to the investigation and complaint resolution process.

Within seven (7) calendar days of receiving notice of the complaint, the respondent must arrange to meet with the Title IX Coordinator. At that meeting, the Coordinator will provide the respondent with information regarding the Rights of the complainant and respondent.

- Provide the respondent with a copy of the complaint.
- Explain the prohibition against retaliation.
- Discuss the nature of the complaint.
- Explain the rights and responsibilities of the complainant and respondent.

- Explain the process for investigating and resolving the complaint (including the available appeal procedures).
- Instruct the respondent not to destroy any potentially relevant documentation in any format.
- Give the respondent a copy of the relevant policies.
- Provide the respondent with a list of on-campus and off-campus support resources.

If the respondent fails to meet or cooperate with the investigator, the investigation and resolution of the complaint will proceed without input from the respondent. If interim measures have been imposed, the Coordinator will explain the scope of those measures and the respondent's duty to comply with the interim measures.

After reviewing the complaint, the respondent may choose to end the complaint resolution process by accepting responsibility for the conduct alleged in the complaint. If the respondent accepts responsibility for the conduct alleged in the complaint, the Title IX Coordinator will determine an appropriate sanction for the respondent. If the respondent disputes the allegations of the complaint, the matter will proceed to an investigation.

At any point in the process, the respondent may accept responsibility for the conduct alleged in the complaint. In such cases, the Title IX Coordinator may impose sanctions for violations of the Sexual Misconduct/Title IX Policy.

Possible Remedies and Sanctions

If the respondent is found responsible for sexual misconduct, HCHC will initiate a sanctioning process. Sanctions will be designed to eliminate a hostile environment, prevent further misconduct, promote safety, and deter students from similar future behavior. Certain behavior may be so harmful to the community that it may require serious sanctions, such as removal from HCHC housing, removal from specific courses or activities, suspension from the College, or dismissal from the institution.

As part of the sanctioning process, HCHC may require that existing interim remedies or administrative actions stay in place for a prescribed period of time. HCHC may also impose new remedies or administrative actions such as stay away orders, housing placement, or academic accommodations based upon the investigation and adjudication of the case.

A report of sexual violence (including non-identifying reports) may also prompt HCHC to consider broader remedial action, such as increased monitoring, supervision or security at locations where the reported sexual violence occurred; increasing education and prevention efforts, including to targeted population groups; conducting climate assessments/victimization surveys; and/or revisiting policies and practices.

Interim Protections

The Title IX Coordinator may, at any time during the investigation or the processing of a complaint of sexual misconduct, recommend interim protections or remedies be provided by HCHC. Complainants may also submit requests for interim protections. HCHC may impose any measure that can be tailored to the parties involved to achieve the goals of this policy. These

protections and remedies may include (but are not limited to) separating the parties, placing limitations on contact between the parties, or making alternative workplace, housing, extracurricular, or academic arrangements where reasonable and feasible. The Title IX Coordinator will work with the appropriate office(s) to ensure that any necessary interim measures are promptly provided.

Failure to comply with the terms of interim protections may be considered a separate violation of this policy and a basis for disciplinary action. Outside of HCHC, a complainant may also be entitled to obtain remedies under applicable law, such as a judicial restraining order. The Title IX Coordinator can assist in contacting law enforcement or legal service organizations to learn about these remedies.

Effect of Criminal Proceedings

The filing and processing of a complaint of sexual misconduct is separate from and independent of any criminal investigation or proceeding. HCHC may not wait for the conclusion of any criminal investigation or proceedings to begin its own investigation, although HCHC may delay temporarily the factfinding component of the investigation while the police are gathering evidence. Neither law enforcement's determination as to whether or not to prosecute a respondent nor the outcome of any criminal prosecution is determinative of whether sexual misconduct occurred under this policy.

Notice

The Title IX Coordinator will give the complainant and respondent, respectively, a written explanation of their rights and options, and any available accommodations, as soon as possible after a complaint is reported. The Title IX Coordinator will also ensure that both the complainant and respondent are updated throughout the investigative process, including timely notice of meetings where either the complainant's or the respondent's presence may be required, and the outcome of the investigation and/or disciplinary process.

Appeal Process

Either party may appeal a disciplinary decision on the grounds that:

- Fair consideration was not provided to the respondent (i.e., there is evidence that some aspect of the hearing was prejudicial, arbitrary or capricious).
- New and significant information, not reasonably available at the time of the initial hearing, has become available.
- The sanction or remedy imposed is not in keeping with established disciplinary guidelines.

Parties who wish to appeal a disciplinary decision should submit a letter of appeal to the President within three working days of the communication of the decision. The letter of appeal should outline the facts in the matter, the disciplinary decision, the rationale for why that decision is being appealed, and a list of persons the student wishes to participate in the appeal (if applicable). The President will generally request a meeting with the appellant and the person issuing the disciplinary decision to discuss the appeal, and may invite other persons, as he/she deems appropriate.

The President may appoint a committee to review the facts. The President serves as the final appellate level, and will issue a final sanction to all parties in writing.

Honesty, integrity, and trust are foundational qualities of Christian life. In honoring this, students enrolled in both Hellenic College and Holy Cross Greek Orthodox School of Theology are entrusted with the duty to conduct themselves in a manner appropriate to this institution's mission and character, as a home of Christian education and spiritual development. Fulfilling this duty and respecting the repercussions of individual action upon the community atmosphere, which either build or diminish the Christian spirit of these schools, all students are trusted with the obligation to refrain from acts which they know or, under the circumstance, have reason to know violate the academic integrity of this institution.

Disciplinary Process

For most infractions, the Dean of Students (or other appropriate administrator) will conduct an informal meeting – called a disciplinary conference – to discuss the infraction with the student and assign any sanctions. In the event that an infraction could lead to a removal from campus housing for longer than one week, suspension, or expulsion, the Dean of Students may, at his or her discretion, convene a disciplinary hearing that will include members of the faculty and staff, and the student may invite an advisor of his or her choice for advice and support. If the infraction involves accusations by another member of the HCHC community, that member shall be given equal opportunity to participate in the hearing process and have the assistance of an advisor. During meetings and interviews, the advisor may quietly confer or pass notes with the party in a non-disruptive manner. The Advisor may not intervene in a meeting or interview, or address the Investigator. Consistent with HCHC's obligation to promptly resolve complaints, HCHC reserves the right to proceed with any meeting or interview, regardless of the availability of the party's selected Advisor.

The student will be informed of the time and place of the hearing at least 48 hours in advance. HCHC may remove a student accused of serious misconduct from campus pending the result of a disciplinary hearing or utilize other interim measures, at the College's discretion. The policy of HCHC is to conduct closed hearings.

The disciplinary process is not subject to formal rules of court or evidence. (For example, a student is not "found guilty" based on proving a case "beyond a reasonable doubt" as in criminal law but can be "held responsible" for a violation that is "more likely than not" to have occurred.) A student is always given the opportunity to give his or her account of events and to present evidence and other witnesses in either disciplinary conferences or hearings.

A party may decline to participate in the investigative or complaint resolution process. HCHC may continue the process without the student's participation. In most cases, a refusal to participate in the investigative process will preclude a party from appealing any determination. The Dean of Students will make this determination.

Changes to Academic, Living and Working Situations

HCHC is obligated to comply with a student-victim's reasonable request for a living and/or academic situation following an alleged sex offense. Requests should be made through the Title IX Coordinator who will coordinate with relevant staff and faculty, Dean of Students, the student's academic dean, faculty and staff to provide reasonable support services and adjustments as appropriate in the circumstances.

In situations in which a student is considered a threat to the University community or has criminal charges pending or filed, the Dean of Students or designee may impose interim measures such as suspension, removal from housing, and/or other loss of privileges. Under certain circumstances, an employee who is a victim of domestic violence may be entitled to take time off under the University's Domestic Violence Leave Policy or under another available leave policy (such as a paid or unpaid medical or personal leave).

Employees who need time off to address issues related to domestic violence or other sexual violence are encouraged to consult with their supervisor or the Benefits Director to determine what, if any, leave may be available to them.

Restraining Order

In addition to pursuing a criminal complaint or pursuing a complaint under applicable institutional policy, victims of sexual violence may seek a restraining order under civil law to prevent further abuse.

Victims of dating or domestic violence may be entitled to obtain an abuse prevention order under Chapter 209A of the Massachusetts General Laws; victims of stalking or harassment may be entitled to obtain a harassment prevention order under Chapter 258E of the Massachusetts General Laws. These orders require the abuse or harassment to cease and can include no contact and stay-away requirements. They may be issued without prior notice to the abuser or harasser if there is a substantial likelihood of immediate danger of abuse or harassment. The Title IX Coordinator will assist victims in pursuing these orders. Appropriate interim measures to help assure the safety and wellbeing of a student victim will be offered through the Office of the Dean of Students. These measures may include a University no-contact or stay-away order.

Obtaining Registered Sex Offender Information

In accordance with the federal "Campus Sex Crimes Prevention Act" of 2000, HCHC informs you that law enforcement agency information concerning registered sex offenders, provided by the Commonwealth of Massachusetts, may be obtained from the following local law enforcement agencies:

Boston Police Department

Sex Offender Registry Unit

617-343-4965

Brookline Police Department

Records Section

617-730-2225

Additional information in the **Massachusetts Sex Offender Registry Board**
www.MASS.gov/SORB.

Policies on Prevention Education

All incoming students, staff, and faculty are introduced to the campus Security Staff at the time of orientation, briefed on the services provided by the Office of Student Life, and encouraged to contact the office with any potential problems, concerns, or recommendations. Campus Security is also responsible for providing crime awareness education programs, emergency preparedness, and administering and enforcing parking regulations.

Policies and Procedures on Crime

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. 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.

The Dean of Students will have a discussion with any student who might have committed any of these behaviors. The purpose of the discussion is to communicate to the student why his/her behavior/performance was inappropriate 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.

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.

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's 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
8. or listeners in personally abusive language inherently likely to provoke a
9. 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

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:

- 1) 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.
- 2) 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.
- 3) Such conduct has the purpose or effect of unreasonably 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 (877-544- 3382). 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.

GOA Policy on Sexual Misconduct

For information regarding the policy of the Greek Orthodox Archdiocese of America regarding sexual misconduct, please visit the Archdiocese's site at www.goarch.org. All students are urged to familiarize themselves with this policy.

Alcohol Policy

Under Massachusetts law, the possession, distribution, or sale of alcohol is forbidden for any members of or visitors to our HCHC community under the age of 21. Members of our community under the age of 21 are required to remove themselves from social gatherings where alcohol is present.

The Orthodox Christian tradition allows for moderate and responsible consumption of alcoholic beverages, while forbidding excessive drinking and drunkenness. As such, HCHC permits members of the community 21 years of age and older to possess and consume reasonable amounts of alcohol during approved school functions and within private dormitory rooms and married student housing apartments. The possession and/or use of bulk amounts of alcohol, (i.e., kegs, beerballs, etc.) or instruments for the rapid consumption of alcohol (funnels, etc.) are strictly forbidden, as are all "drinking games." Regardless of age, drinking and open containers of alcohol are prohibited in public and common areas (such as the dormitory lounges.)

Members of our community (faculty, staff, and students) are prohibited from enabling underage drinking. Any member of the HCHC community hosting a private social gathering must be aware of his or her legal responsibilities as a host (please visit socialhostliability.org for more information.)

Any organization planning an event where alcohol is to be served must submit a proposal in writing to the Dean of Students for approval at least one week in advance of the event.

In light of the mission of our school, any excessive drinking and drunkenness, as well as drunk and disorderly conduct, are strictly prohibited.

Legal Sanctions

The current law of Massachusetts pertaining to alcoholic beverages can be found in the Massachusetts General Law, Chapter 138, section 34, 34A, 34B, and 34C.

Sanctions in the Student Handbook

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.

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 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-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.

Drug Policy

HCHC prohibits the possession, use, consumption, manufacturing, sale or distribution of drugs, as well as the possession, use, manufacturing, or sale of drug paraphernalia. Additionally, the possession of drugs with intent to deliver, sell, or manufacture is prohibited.

The term “drugs” broadly includes, without limitation, any stimulant, intoxicant (other than alcohol), nervous system depressant, hallucinogen, or other chemical substance, compound, or combination when used to induce an altered state, including any otherwise lawfully available product used for any purpose other than its intended use (e.g., the misuse of prescription drugs, over-the-counter drugs, or household products) HCHC takes the abuse of alcohol and drugs very seriously. Violations of the alcohol and drug policy will result in disciplinary.

Legal Sanctions

The current law of Massachusetts regarding drug possession can be found in the Massachusetts General Law, Chapter 94C, section 32L, 34, and 35.

According to the United States Department of Education, if a student is convicted of a drug offense after receiving federal aid money, he or she must notify the Financial Aid Office immediately and that student will become ineligible for further federal aid and also be required to pay back any and all aid received after the conviction.

Should a conviction result, a student can take advantage of rehabilitation programs that can make him or her eligible for federal financial aid again.

According to the Federal Student Aid Handbook (Vol. 1), a federal or state drug conviction can disqualify a student for FSA funds. Convictions only count if they were for an offense that occurred during a period of enrollment for which the student was receiving Title IV aid—they do not count if the offense was not during such a period. Also, a conviction that was reversed, set aside, or removed from the student’s record does not count, nor does one received when s/he was a juvenile, unless s/he was tried as an adult.

The chart below illustrates the period of ineligibility for FSA funds, depending on whether the conviction was for sale or possession and whether the student had previous offenses. (A conviction for sale of drugs includes convictions for conspiring to sell drugs.)

	Possession of Illegal Drugs	Sale of Illegal Drugs
1st Offense	1 year from date of conviction	2 years from date of conviction
2nd Offense	2 years from date of conviction	Indefinite period
3+ Offense	Indefinite period	

If the student was convicted of both possessing and selling illegal drugs, and the periods of ineligibility are different, the student will be ineligible for the longer period. A student regains eligibility the day after the period of ineligibility ends or when he successfully completes a qualified drug rehabilitation program. Further drug convictions will make him ineligible again. It is the student's responsibility to certify to that s/he has successfully completed the rehabilitation program.

Seeking Help

As an Orthodox Christian community, we are first and foremost concerned for the safety and well-being of our students. Students who voluntarily seek help for drug or alcohol abuse will not be subject to disciplinary action. Additionally, students are encouraged to seek necessary medical help for emergency situations due to the ingestion of drugs or alcohol. Calls made on behalf of self or others in such situations will not be treated as a disciplinary matter but will require follow-up with the Office of Spiritual Formation and Counseling Services. Failure to follow through with these referrals will result in disciplinary action. Repeated and consistent patterns of seeking help may result in further review and the possibility of a mandated medical leave of absence.

The Office of Spiritual Formation and Counseling Services' (SFCS) mission is to provide HCHC students and their families with a wide variety of community resources in the areas of spiritual formation and counseling to strengthen and enhance their personal growth. SFCS supports the mission of Hellenic College/Holy Cross Greek Orthodox School of Theology by nurturing the spiritual and psychological well-being and development of all students and their families working in conjunction with the faculty, alumni, and the Greek Orthodox Archdiocese. These programs are available to all students and family members. The Pastoral Care Director and Psychological Care Director coordinate the various services offered: spiritual fathers program; spiritual and psychological assessment; and counseling and referrals (on-and off-campus services available depending on need). SFCS counselors assist students and their families in resolving a wide variety of problems. Our counselors provide short-term counseling (with referrals as needed), crisis intervention, and educational seminars to the students and their families. Students in most cases can contact a counselor directly by calling 617-850-1289 or by dropping in to the office. Students experiencing academic difficulties can also come by. Sometimes a spiritual father, faculty member, or staff member may refer students for assistance. Seminarian candidates also may be referred for counseling subsequent to their psychological evaluation.

The SFCS office offers assessment and screening for both alcohol and substance abuse related concerns/issues. During Eisodos, the SFCS staff provides an informative session on the short- and long-term effects of alcohol and substance abuse on college campuses. Students are made

aware of the academic, psychological, physical, spiritual, and legal consequences of alcohol and substance abuse.

Online resources available at all times:

Substance Abuse and Mental Health Services Administration
<http://www.samhsa.gov/>

Massachusetts Bureau of Substance Addiction Services
<https://www.mass.gov/orgs/bureau-of-substance-addiction-services>

Massachusetts Bureau of Substance Abuse Services Helpline.
<https://helplinema.org/>

National Hotlines 24 hours a day:

SAMHSA's National Helpline
1-800-662-HELP (4357)

Massachusetts Bureau of Substance Abuse Services
1-800-327-5050 Toll-free
TTY 1-888-448-8321 Toll-free

Crime Statistics

[Policies for preparing annual crimes statistics disclosure](#)

Every year, HCHC collects and reports data on crime statistics and fire, following the guidelines provided by the law. The following sources has been used in the preparation of this report:

1. Data reported by the Boston Police Department
2. Data reported by the Brookline Police Department
3. Data reported by the Office of Student Life

Crimes reported to the Brookline or Boston Police Departments and crimes reported to Campus Security, the Dean of Students or the Title IX Coordinator (among other Campus Security Authorities) will be included in official crime statistics, reported to the Federal Government, and in the annual statistics report

Data from all the above sources is consolidated in a final report that is submitted to the Department of Education.

HCHC does not include the names or other identifying information of victims of alleged sexual violence in any publicly available documents, including any publicly available police reports, logs, or safety notices.

Fire Safety Report Regulations

Federal regulations (3.4 CFR § 668.49) require that any institution that maintains any on-campus student housing facility must prepare an annual fire safety report. This section provides a transcript of those regulation, which will help understanding the statistics provided at the end of the report.

§ 668.49 Institutional fire safety policies and fire statistics.

(a) Additional definitions that apply to this section.

Cause of fire: The factor or factors that give rise to a fire. The causal factor may be, but is not limited to, the result of an intentional or unintentional action, mechanical failure, or act of nature.

Fire: Any instance of open flame or other burning in a place not intended to contain the burning or in an uncontrolled manner.

Fire drill: A supervised practice of a mandatory evacuation of a building for a fire.

Fire-related injury: Any instance in which a person is injured as a result of a fire, including an injury sustained from a natural or accidental cause, while involved in fire control, attempting rescue, or escaping from the dangers of the fire. The term “person” may include students, employees, visitors, firefighters, or any other individuals.

Fire-related death: Any instance in which a person -

- (1) Is killed as a result of a fire, including death resulting from a natural or accidental cause while involved in fire control, attempting rescue, or escaping from the dangers of a fire; or
- (2) Dies within one year of injuries sustained as a result of the fire.

Fire safety system: Any mechanism or system related to the detection of a fire, the warning resulting from a fire, or the control of a fire. This may include sprinkler systems or other fire extinguishing systems, fire detection devices, stand-alone smoke alarms, devices that alert one to the presence of a fire, such as horns, bells, or strobe lights; smoke-control and reduction mechanisms; and fire doors and walls that reduce the spread of a fire.

Value of property damage: The estimated value of the loss of the structure and contents, in terms of the cost of replacement in like kind and quantity. This estimate should include contents damaged by fire, and related damages caused by smoke, water, and overhaul; however, it does not include indirect loss, such as business interruption.

(b) Annual fire safety report. Beginning by October 1, 2010, an institution that maintains any on-campus student housing facility must prepare an annual fire safety report that contains, at a minimum, the following information:

- (1) The fire statistics described in paragraph (c) of this section.
- (2) A description of each on-campus student housing facility fire safety system.
- (3) The number of fire drills held during the previous calendar year.
- (4) The institution's policies or rules on portable electrical appliances, smoking, and open flames in a student housing facility.
- (5) The institution's procedures for student housing evacuation in the case of a fire.
- (6) The policies regarding fire safety education and training programs provided to the students and employees. In these policies, the institution must describe the procedures that students and employees should follow in the case of a fire.
- (7) For purposes of including a fire in the statistics in the annual fire safety report, a list of the titles of each person or organization to which students and employees should report that a fire occurred.
- (8) Plans for future improvements in fire safety, if determined necessary by the institution.

(c) Fire statistics.

- (1) An institution must report statistics for each on-campus student housing facility, for the three most recent calendar years for which data are available, concerning -
 - (i) The number of fires and the cause of each fire;
 - (ii) The number of persons who received fire-related injuries that resulted in treatment at a medical facility, including at an on-campus health center;
 - (iii) The number of deaths related to a fire; and
 - (iv) The value of property damage caused by a fire.
- (2) An institution is required to submit a copy of the fire statistics in paragraph (c)(1) of this section to the Secretary on an annual basis.

(d)Fire log.

- (1) An institution that maintains on-campus student housing facilities must maintain a written, easily understood fire log that records, by the date that the fire was reported, any fire that occurred in an on-campus student housing facility. This log must include the nature, date, time, and general location of each fire.
- (2) An institution must make an entry or an addition to an entry to the log within two business days, as defined under § 668.46(a), of the receipt of the information.
- (3) An institution must make the fire log for the most recent 60-day period open to public inspection during normal business hours. The institution must make any portion of the log older than 60 days available within two business days of a request for public inspection.
- (4) An institution must make an annual report to the campus community on the fires recorded in the fire log. This requirement may be satisfied by the annual fire safety report described in paragraph (b) of this section.

1. Fire Statistics

There were no fires on campus reported this year.

2. Description of on Campus Student Housing Facilities Fire Safety System

All institutional facilities have fire suppressions systems to combat the possibility of fire. Specifically, the dormitory building Polemanakos systems consist of smoke detectors, heat detectors and sprinkler system. The equipment in service is connected to pull stations monitored by Town of Brookline and City of Boston Fire Departments. Our housing units are equipped with smoke detectors, heat detectors, manual pull stations, audible warning devices, and a fire alarm control with remote notification capability to provide early warning of a developing fire. The equipment consists of the following fire systems:

Location	Equipment
Cafe and Polemanakos Dorms	Summit SFC-200
Carlos House #1	Fire Lite MS5210 UD
Cotros House #2	Fire Lite MS 10UD
Anagnostou House #7	Fire Lite MS 5210UD
Spathis House #6	Fire Lite MS 5210UD

All systems are maintained by Fire Alarm/Extinguisher Service Co., Inc.,25 Walpole Park South Dr, Unit 9, Walpole, MA 02081 under a master service agreement with Hellenic College Holy Cross.

3. Fire Drills

Evacuation Drills are coordinated by Office of Campus Safety and Resident Life. All residence halls evacuation procedures will be outlined with the residents during the first floor meeting. Evacuation drills, which will not be announced in advance, are conducted in all residence halls each semester. There was one un-announced evacuation drill last year. This year, we will continue performing at least one unannounced fire drill per semester.

All students should familiarize themselves with the evacuation card on the back of their room door and with all exits from the building in order that the nearest safe exit will be properly chosen in an emergency.

Procedures

Fire Safety It is essential for the safety of all members of the college community to be particularly careful about fire hazards. **Firearms, fireworks, halogen lamps and heating devices of any type, and any other property or material which has the potential to be dangerous to persons or property, are strictly prohibited from all residence halls.** Students agree to comply with the regulations in the Student Handbook for appliances, computers and fire safety. Offenders of these regulations and abusers of fire alarms and other residence hall fire

equipment will be subject to fines, removal from campus housing, disciplinary proceedings and/or criminal prosecution.

False reports of fire or other dangerous condition, creation of a fire hazard or other dangerous condition, or activities that interfere with campus safety, civility or environmental health are strictly prohibited.

Flammable Material

At no time may a resident store or bring into any building a flammable, combustible or explosive fluid or material other than cleaning fluids that are customary for residential life.

Smoking

There is absolutely no smoking allowed in any building on campus. All students agree to comply with this rule by virtue of residing in campus housing.

The disposal of cigarette butts anywhere on the grounds of HCHC is prohibited.

Cigarettes must be put out and safely disposed of in a fire-safe container. Fines in the amount of \$50 per occurrence will be issued to offenders and/or disciplinary action if deemed appropriate by the Director of Housing.

Fire & Smoke Alarms, Heat Detectors & Extinguishers

When a fire alarm sounds, it is imperative that all students evacuate and stand clear of the building until signaled by officials to enter. Setting off a fire alarm without any sign of imminent danger is extremely irresponsible and is a federal crime. Fire extinguishers are for emergency situations only. Students who tamper with or discharge extinguishers for any reason other than emergency situations will be fined \$250 plus the cost of recharging the extinguisher. Smoke alarms have been placed throughout the campus. Inoperable or malfunctioning smoke or heat detectors should be reported to the Director of Housing immediately. Tampering with or setting off smoke alarms or heat detectors is a violation of federal law. Students who tamper with smoke alarms or heat detectors for any reason other than emergency situations will be fined \$250 plus the cost of repairing the equipment.

Burning or Lighting of Materials

The lighting and/or burning of any material, including, but not limited to candles, incense, scented oils, potpourri, etc. is strictly prohibited.

Anyone found in violation of this policy will be fined \$125 per occurrence and/or realize a loss of housing privileges.

5. Procedures for student housing evacuation in the case of a fire.

Failure to evacuate a campus building immediately upon the sound of an alarm, or failure to follow specific prescribed procedures, including the on-site directives of a campus representative is prohibited.

In case of a fire

1. Upon hearing a building alarm signal, which may be a bell, horn or a voice message, depending on the building you are occupying, begin evacuation immediately and close the doors behind you. Use the nearest safe exit, but do not use the elevator.
2. If you can do so safely on your way out, pull the nearest fire alarm.
3. If you can do so safely, knock on your neighbors' doors and notify them that they must immediately leave the building. Stay calm and keep order. Signs are posted in each residence hall and in each apartment giving appropriate evacuation routes. Evacuate using the nearest safe exits or stairwell. Assemble outside in your designated area.
4. Do not attempt to fight a fire yourself due to the hazards associated with the products of combustion and the threat of a spreading fire.
5. If caught in smoke or heat, stay low where the air is generally better and you should attempt to reach a safe exit or area of refuge (i.e. bathroom or shower stall).
6. Do not re-enter the building until permission has been granted by the Fire Department.
7. Contact the RA, Dean of Students or the Director of Housing.

6. Policies on Prevention Education

All incoming students, staff, and faculty are introduced to the campus' security staff at the time of orientation, briefed on the services provided by the security company, and encouraged to contact the office of Student Life with any potential problems, concerns, or recommendations.

Campus Security is also responsible for providing crime awareness education programs, emergency preparedness, and administering and enforcing parking regulations.