

2009-10 Your Right To Know

Important Information
for Students and Employees
at Mohawk Valley Community College



TABLE OF CONTENTS

This booklet is designed to serve Mohawk Valley Community College students, employees and others. It contains a variety of important information, including the following:

Blue Light/Red Emergency Telephone	1-2	Student Responsibilities	3
Campus Security Office	2	Sexual Harassment, Assault & Rape	4
Notice of Non-Discrimination Policy	2	Security in the Residence Halls	6
Emergency Evacuation of Buildings	2	Campus Crime Statistics	7-8
Evacuation of the Mobility Impaired	3	Drug Free Schools and Campuses	9
Crime Prevention on Campus	3	Federal Trafficking Penalties	11
		Graduation/Completion and Transfer-out Rates	12
		Faculty's procedures if...	12
		DWI/DWAI Penalties	13

EMERGENCY PHONE NUMBERS

Red Campus Telephones and Locations

The Utica and Rome Campuses are served by in-building red campus telephones. These phones can be used for on-campus calling and emergency calling using "5777".

Utica Campus

<u>Building</u>	<u>Location #</u>	<u>Extension</u>
<i>Academic Building</i>		
First Floor in AB Lobby	#30	X5741
First Floor near Room 152	#31	X5748
Second Floor inner core	#32	X5781
Second Floor near Room 235	#33	X5749
Second Floor near Room 218	#34	X5273
<i>Alumni College Center</i>		
First Floor near Room 104	#50	X5782
Second Floor near Room 216	#52	X5783
MV Commons	#51	X5250
<i>Physical Education Building</i>		
First Floor Pool side	#20	X5784
First Floor hallway, Childcare Center	#21	X5750
First Floor near Room 121-Cage	#22	X5779
Second Floor near Room 212	#23	X5785
Second Floor near Room 201	#24	X5786
<i>Payne Hall</i>		
First Floor lobby	#40	X5787
Third Floor near Room 300	#41	X5788

Science and Technology

1st floor near Room 131 #60 X5789

Information Technology/Performing Arts Con. Center

Ground Floor by elevator #70 X5900
 Ground Floor (maintenance lot side) #71 X5901
 Ground Floor (hall behind stage) #72 X5902
 Ground Floor (inner campus) #73 X5903
 First Floor (maintenance lot side) #74 X5904
 First Floor near Room 116 #75 X5905
 First Floor Lobby by elevator #76 X5906
 First Floor near Room 129 #77 X5701
 First Floor near Room 133 #78 X5908
 First Floor near Room 155 #79 X5909
 Second Floor near Room 219 #80 X5910
 Second Floor by elevator #81 X5911
 Second Floor near Room 226 #82 X5912

Rome Campus

<u>Locations</u>	<u>Extension</u>
<i>Academic Building</i>	
Basement near Hospitality	X7749
East entrance near HC ramp	X7772
Near Room 212	X7499
Near Room 308	X7497
<i>Plumley Complex</i>	
Atrium	X7498
Lower Level near elevator	X7770
First Floor near elevator	X7771
Second Floor near elevator	X7495

NOTE: These are restricted to "on campus" use.

The information contained in this booklet was accurate at the time of printing and is subject to change.

For updates please visit the website at www.mvcc.edu.

Revised: July 24, 2009

Blue Light Emergency Phone System

The Utica Campus is served by an Emergency Telephone System for reporting emergency situations, vandalism or to obtain entrance to closed buildings. These telephones are on a blue pole and have a blue light above them. To operate the system: open the box and push the red button to contact Campus Security.

Blue Light Emergency Phone locations

- #1 Adjacent to Temporary Classroom #1
- #2 Rear of Gymnasium (track side)
- #3 Front of Gymnasium (inner campus)
- #4 Payne Hall (Faculty parking lot side)
- #5 Administrative parking lot side of AB
- #6 Academic Building (inner campus side)
- #7 Rear of Science & Technology Building
- #8 Between Penfield Residence Hall and Alumni College Center

- #9 Residence Hall Quad adjacent to parking lot
- #10 Tilden Avenue side of the Information Technology Building
- #11 Payne Hall lot side of the Information Technology Building
- #13 North Side of Dorm Parking Lot

City of Utica

Police Department: 735-3301

Fire Department: 731-2000

City of Rome

Police Department: 337-3311

Fire Department: 339-7784 (non-emergency)

Other Important Community Numbers:

New York State Police: 366-6000

Oneida County Sheriff: 736-8364

Security Office

The campus Security Office, located in the Academic Building, Room 109, Utica Campus, is responsible for the maintenance of order on campus, the safety of the College community and the physical facilities, and all matters regarding the use of motor vehicles on campus. The Security Office is open Monday through Friday from 7:00 a.m. to 4:00 p.m. Security officers also may be contacted by extension phones by dialing "5777."

NOTE: On the Utica Campus, dial "5777" for emergency assistance, not "911." Calling "911" will not identify your specific location on campus, and will lead to delays in receiving help. Security may be contacted from off campus by dialing 735-4777.

Counseling Services

The Counseling Office is located in Payne Hall, Room 104B, on the Utica Campus. Counselors can assist students with their adjustment to college life. This may include personal, academic or career counseling. A full-time psychologist also is available to assist students who are in need of diagnosis or short-term therapy. The counselors also facilitate referrals to several community agencies that are available to assist students. Phone: 792-5326 or Ext. 5326 on campus.

Non-Discrimination Policy

MVCC is committed to equal opportunity in educational programs, admissions and employment. It is the policy of Mohawk Valley Community College to provide equal opportunity for all qualified applicants, students and employees; and to prohibit discrimination on the basis of race, color, sex, religion, national origin, age, disability, marital status, ancestry, veteran status or sexual orientation. The College's Affirmative

Action Officer and Title IX Coordinator is the Director of Human Resources, Room 108, Academic Building, Utica Campus, telephone 792-5496. The Coordinator of Disability Services Office and Section 504/ADA Coordinator is Lynn Igoe, Room 104, Academic Building, Utica Campus, telephone 792-5413 V/TTY.

Emergency Evacuations

The College has established written guidelines for the evacuation of buildings during fire and other emergencies. Included are specific instructions for the safe evacuation of individuals who use wheelchairs or are otherwise mobility impaired.

Evacuation of Buildings

At MVCC, the emergency evacuation of buildings is kept to a minimum so as not to disrupt activities or have complacency set in. When the fire alarm is initiated and an evacuation is in progress, elevators are not to be used and are kept for use by emergency personnel only.

Procedure:

1. Upon initiation of the fire alarm, the building should be evacuated of "all people" as quickly as possible. All faculty, staff and students shall take all their personal items with them. In the event the audible fire alarm does not activate, Security personnel with the assistance of Facilities and Operations personnel, will conduct a systematic search of the entire building to inform occupants to evacuate. Upon completion of the room-by-room search, Security and Facilities & Operations persons will position themselves at the building doors to prevent anyone from re-entering.
2. The faculty are to review evacuation procedures during the first week of classes. Faculty and staff are to ensure the complete evacuation of

their areas of responsibility. Turn off lights and close the door behind you. Escort any students with mobility impairments to the closest "Area of Refuge" or "Area of Rescue Assistance" and wait until Security or Facilities and Operations personnel arrive.

3. All persons will move in an orderly manner, to a safe distance of not less than 50 feet from the building and out of roadways.
4. Any persons (college students or employees) with special needs should be attended to as quickly and safely as possible (see evacuation of mobility impaired below).
5. Under no conditions will evacuees be allowed back into a building until the building has been inspected and found safe for re-entry. Only Security and Emergency personnel can give an "all clear" signal.

**MVCC IS NOT RESPONSIBLE
FOR ITEMS LEFT IN THE BUILDING.**

Evacuation of People with Mobility Impairments

Areas of Refuge and Areas of Rescue Assistance

1. "Areas of Refuge" and "Areas of Rescue Assistance" applies to other than ground level floors of all buildings more than one story above and/or below grade.
2. When a fire alarm is initiated, employees (faculty and staff) are to help ensure the safe evacuation of mobility impaired individuals in their area of authority (classrooms, offices, etc.) The mobility-impaired individuals are to be accompanied by the employee to a designated "Area of Refuge" or "Area of Rescue Assistance" and asked to stay with that individual until a Security Officer, and/or fire department personnel arrive.
3. Campus Security Officers are immediately dispatched to "Areas of Refuge" and "Areas of Rescue Assistance" during all emergencies. They will monitor the situation (smoke, flames, etc.) which could necessitate the immediate evacuation of people with mobility impairments. In the event of an evacuation, Security, Facilities & Operations and/or Fire Department personnel will conduct the actual evacuation.
4. "Areas of Refuge" and "Areas of Rescue Assistance" are designated with signs indicating their location. The locations of these areas are listed below:

Utica Campus

Academic Building: "Area of Rescue Assistance," second floor landing adjacent to the elevator.

Alumni College Center: "Area of Rescue

Assistance," second floor area adjacent to Room 204.

Physical Education Building: "Area of Rescue Assistance," second floor area adjacent to the elevator

Payne Hall: "Areas of Refuge," second and third floors, landing areas of stairwells on Sherman Drive side and main quad/gym side. Basement: area adjacent to the elevator

Information Technology Building: "Areas of Refuge," first floor in the stairwell closest to the gym and baseball field. Second floor in the stairwell closest to the Alumni College Center and Penfield Dorm; Second floor in the stairwell behind the elevator on the baseball field side.

Rome Campus

Academic Building: "Areas of Rescue Assistance," Areas adjacent to the elevator on the second and third floors. Area adjacent to the wheel chair lift on the basement level.

Plumley Complex: "Areas of Rescue Assistance," those areas adjacent to the elevator in the basement, library (first floor), and second floor. An "Area of Refuge" is in the basement and is located between the double doors at the Floyd Avenue entrance.

5. Local fire officials are informed of the locations of "Areas of Refuge" and "Areas of Rescue Assistance" and this procedure.

Crime Prevention on Campus

Mohawk Valley Community College's campuses are open to all the residents of our community for educational programs, special events and general services.

MVCC and the people who study and work here have been fortunate. Serious crime has not been a regular occurrence. However, because we are an open campus, it is possible. Some incidents have occurred on campus. Thus, protecting our students, employees and visitors is an important concern. Knowledge and precaution are our two best defenses against crime on campus.

To help prevent crime-related problems, MVCC has a full time Campus Security staff on both campuses.

Student Responsibilities

Students must become actively involved if the campus safety program is to be successful. Students must cooperate in matters of safety and security, and be responsible for their personal safety and the security of all their possessions. This means taking simple, common sense precautions.

Example: Although the MVCC campuses are well lit, students should consider walking in groups at night, or calling a Campus Security Officer (on the Utica Campus) for an escort. Residence Hall and off-campus residence doors should be locked at all times when unoccupied. Valuable items such as stereos, cameras and televisions

should be marked with personal identification to discourage theft; engraving instruments are provided by Security and the Residence Hall Office at no charge. Bicycles should be secured with a sturdy lock. Bicycle racks are provided at all campus buildings.

Cars should be parked in well-lit areas and locked. Valuables should not be left where they can be seen in the vehicle, but locked in the trunk. Report any suspicious-looking individuals who you feel do not belong on campus, or any unusual incidents, to the Security Office. Call Ext. 5777 from any regular office phone or the red emergency phones in public areas, or use one of the Outdoor Emergency Call Boxes on the Utica Campus. Call Ext. 7708 on the Rome Campus during business hours.

To learn more about campus safety, call the Director of Campus Safety and Security at 792-5566 or 792-5318.

MVCC has strong policies regulating the use of alcohol and other controlled substances, and the possession of weapons on campus. Firearms and dangerous weapons of any type are not permitted on campus. Intentional use, possession or sale of firearms, or other dangerous weapons by students is strictly forbidden, and is a violation of the student code of conduct.

Potential criminal actions and other emergencies on campus can be reported by any student, faculty member, or employee to the Security Office. A Security Officer will be dispatched immediately to the site of the complaint. On the Rome Campus, a Security Officer or Rome Police Officer will be dispatched. If the situation warrants, Utica or Rome Police Departments will be called to the scene by Security Officers as well.

The Residence Life Office and the Security Office hold informational sessions for students each semester on topics such as personal safety awareness and security, rape prevention, and the prevention of burglary and vandalism. Information on safety and security is provided to students and employees periodically through seminars, teleconferences, bulletins, crime alerts, student newspapers and other publications.

The Facilities & Operations Department maintains the College buildings and grounds with a concern for safety and security. They inspect campus facilities regularly, promptly making repairs that affect safety and security and respond immediately to reports of potential safety and security hazards, such as broken windows and locks, from the Security Office.

In addition to the regular telephone system, on the Utica Campus there are outdoor emergency call boxes strategically located throughout the campus, connected directly into the Campus Security Office radio system. These call boxes are easily located after dark by the bright blue light that is attached to the top of each call box. See Page 2 for locations.

Red emergency telephones have also been placed in public areas on both campuses. See Page 1 for locations.

Sexual Harassment, Assault & Rape

Mohawk Valley Community College is committed to maintaining an environment in which students, faculty, staff and guests can work together free of all forms of harassment, exploitation and intimidation. MVCC strongly condemns sexual harassment in any form, and has a policy that is strictly adhered to. Also unacceptable is conduct, such as sexual assault or rape, which constitutes a criminal offense. College policy, federal and New York State law prohibit such behavior. The College will take action as needed to discourage, prevent, correct and if necessary, discipline behavior that violates this standard of conduct.

Sexual Assault-Guidelines for Assistance

1. If you are raped or sexually assaulted:

- Get to a safe place as soon as you can.
- Try to preserve all physical evidence. Do not wash, use the toilet, or change clothing if you can avoid it. If you do change clothes, put all clothing you were wearing at the time of the attack in a paper, not plastic bag.
- Get medical attention as soon as possible to make sure you are physically well and to collect important evidence in the event you may later wish to take legal action.
- Contact the Campus Security Office by calling Ext. 5777 or the Utica Police Department by calling 911. On campus, the emergency phones will connect you directly with the Campus Security Office dispatcher.
- Talk with a counselor who will maintain confidentiality, help explain your options, give you information, and provide emotional support.
- Contact someone you trust to be with you and support you.

2. Seek immediate and follow-up medical attention:

- a) first, to assess and treat any physical injuries you may have sustained;
- b) second, to determine the risk of sexually transmitted diseases or pregnancy and take preventive measures;
- c) third, to gather evidence that could aid criminal prosecution. Physical evidence should be collected immediately, ideally within the first 24 hours. It may be collected later than this, but the quality and quantity of the evidence may be diminished.

3. Non-emergency Medical Procedures

Even if you do not have evidence collected at the hospital, it is still important to get medical attention. An exam in this case should include treatment of any physical problems and various lab tests for sexually transmitted diseases and pregnancy. This non-emergency treatment can be arranged with your family doctor or with the Student Health Center at Ext. 5452.

Students can receive the exam at St. Elizabeth's, or St. Luke's Emergency Unit. The hospital's emergency unit follows the national standard for victim care, rape exams, and evidence collection procedures.

Note: Ordinarily, the police are contacted by hospital personnel whenever they provide treatment for injuries resulting from a crime. If you seek treatment at a local hospital and the police are contacted, this does not mean you have to proceed with criminal charges.

4. Transportation

The Campus Security Office can arrange for transport (via ambulance) to the hospital 24 hours a day and can be reached by calling Ext. 5777.

5. Counseling and Emotional Support

On Campus

The College Counseling Center, telephone number, 792-5326, is located in Payne Hall, Room 104B.

Counselors can provide confidential support for you during this difficult period. They can inform you of common emotional reactions to this crisis and discuss coping methods that may assist you immediately after the assault and later.

You do not need to disclose your name if you are calling the Counseling Center for information. Students may be seen on an emergency walk-in basis or by appointment. Assistance and support for dealing with personal and academic issues is also available from the Dean for Campus Life.

Off Campus

The Rape Crisis Hotline, 797-7740, provides confidential and advocacy services 24 hours a day, 7 days a week, as well as free short-term individual and group counseling. MVCC's Counseling Center highly recommends the Rape Crisis Hotline for every victim.

6. Reporting to the Campus Security Office

You can report the incident immediately by calling the emergency number, Ext. 5777, but you don't have to. If at a later date you decide to report an incident of sexual assault or rape, you can contact Campus Security. From off campus, the number is 735-4777.

If you choose to report the incident, a Campus Security Officer will take a statement regarding what happened. The officer will ask you to describe the assailant(s), and may ask questions about the scene of the crime, any witnesses, and what happened before and after the incident. You may have a support person

with you during the interview.

Note: Reporting an incident is a separate step from choosing to prosecute. When you file a report, you are not obligated to contact the police or continue with legal proceedings or College disciplinary action. You can choose whether or not to participate in proceedings at any point.

7. College Disciplinary Action

If you have been sexually assaulted by another student or group of students and are considering College action, you are encouraged to discuss the matter with a counselor and/or the Assistant Dean of Student Life. This will allow you a chance to review the procedures should you decide to file a formal complaint through the College's disciplinary/judicial system. This discussion does not obligate you to pursue official action.

If you are willing to take part in the College adjudication process, you should contact the Vice President for Student Services/Dean of Students or Director of Civic Responsibilities at 792-5456 or Assistant Dean of Student Life at 792-5394. Charges may either be filed directly by you or by the College on the basis of your written statement. Such a charge would be handled in accordance with the procedures relating to violations of the College's Code of Student Conduct regulations, as outlined in the Student Handbook. Assailants could be subject to disciplinary action pending review by the College judicial system.

If you have been sexually assaulted or harassed by a non-student or an employee, this is a violation of the law and College policy. Contact Human Resources, Campus Security, or the Vice President for Student Services/Dean of Students to discuss complaints.

8. Criminal Investigation and Charges

If you want to press criminal charges, call the Utica Police Department. We recommend that you contact the Counseling Center or the Campus Security Office before you notify the local police, so they can assist you with legal processes.

Campus Security can notify the appropriate authorities, or you may contact them directly. Depending on the timing of your report and your preference, it may be possible for you to make a statement in the presence of a Campus Security Officer and the local police at the same time. Be advised that questioning can be difficult. Remember that you may request that a support person be with you during police interviews (Counselors are available upon request).

If it is possible for the alleged assailant to be apprehended, the suspect will be taken by police before the local Court judge or magistrate and charged with appropriate offense(s) at a preliminary arraignment. You do not need to be present for this proceeding. The assailant may be jailed or released on bail, depending

on the circumstances of the crime. One of the conditions of bail is usually that the suspect not try to contact you. If you are contacted by the suspect or feel threatened in anyway, you should immediately call Campus Security and local police. Bail can be revoked and additional charges can be filed if necessary.

The District Attorney or Assistant District Attorney will represent you without cost throughout the criminal proceedings. You may also speak with an attorney of your choice.

9. Anonymous Reporting

If you are assaulted and do not want to pursue action with the College system or the criminal justice system, you may still want to consider making an anonymous report. With your permission, the Director of Campus Safety and Security can file a report on the details of the incident without revealing your identity. The purpose of an anonymous report is to comply with your wish to keep the matter confidential while taking steps to ensure the future safety of yourself and others. With such information, the College can keep accurate records about the number of incidents involving students; determine where there is a pattern of assaults with regard to a particular location, method, or assailant; and alert the campus community to potential danger.

Allegations of sexual assault or rape can also be reported to one of the following:

Phone numbers on Campus

- Rape Crisis Hotline, 797-7740
- MVCC Assistant Dean of Student Life, 792-5361, or Ext. 5361
- MVCC Assistant Dean for Student Support, 792-5326, or Ext. 5326
- MVCC V.P. for Student Services/Dean of Students, 792-5324, or Ext. 5324
- MVCC Residence Hall Staff, 792-5310, or Ext. 5310
- MVCC Counseling Center, 792-5326, or Ext. 5326
- MVCC Associate Vice President/Dean of the Rome Campus, 334-7701, or Ext. 7701

Allegations of sexual harassment should be reported to one of the following individuals:

- MVCC Director of Human Resources, 792-5496, or Ext. 5496
- MVCC V.P. for Student Services/Dean of Students, 792-5324, or Ext. 5324
- MVCC Associate Vice President/Dean of the Rome Campus, 334-7701, or Ext. 7701

Security in the Residence Halls

The MVCC Dormitory Corporation houses 515 students in five Residence Halls.

Some specific safety and security features:

1. Security cameras at all front entrances, the quad, and various outside areas.
2. Fire extinguishers on every floor.
3. All outside doors locked 24 hours a day.
4. Student Security Assistants - seven nights a week for 3 - 4 late night hours.
5. Alarm switch on fire escape doors - alarm sounds when the door is opened.
6. Fire rated stairwell and suite doors.
7. Assistance telephones on each floor of each building as well as in the lounge, laundry and study rooms. These may be used to contact Security by dialing 5777, or to call the RA on duty at 5310.
8. Smoke detectors/heat sensors in all Residence Hall areas, including student rooms.
9. Emergency generator.
10. Sprinkler system in New Hall.
11. No cooking allowed in Residence Hall rooms.
12. "Proximity" card instead of keys alleviates key loss safety concerns.

The MVCC Campus Security Office maintains a foot patrol officer at night and is on-call 24 hours a day for emergencies. Seminars are offered every semester on crime prevention, date rape, fire prevention, and alcohol and drug abuse. All students are strongly encouraged to attend.

MVCC CAMPUS CRIME STATISTICS

2008 statistics will be available
in November 2009. Visit www.MVCC.edu
for updates.

Utica Campus

	Calendar Year 2005	Calendar Year 2006	Calendar Year 2007
Murder	0	0	0
Manslaughter	0	0	0
Arson	0	1	1
Sex Offenses Forcible	0	0	0
Non-Forcible	0	0	0
Robbery	1	0	2
Assault - Aggravated	2	0	0
Burglary*	1	3	1
Motor Vehicle Theft**	1	1	0
Weapons Violations Arrests	0	0	0
Disciplinary Action	0	0	0
Liquor Law Violations	0	0	1
Disciplinary Action	0	0	0
Drug Abuse Violations	0	0	1
Disciplinary Action	0	0	0
Hate Crimes	0	0	1

Rome Campus

	Calendar Year 2005	Calendar Year 2006	Calendar Year 2007
Murder	0	0	0
Manslaughter	0	0	0
Arson	0	0	0
Sex Offenses Forcible	0	0	0
Non-Forcible	0	0	0
Robbery	0	0	0
Assault - Aggravated	0	0	1
Burglary	0	0	4
Motor Vehicle Theft**	0	0	0
Plane Crash	0	0	1
Weapons Violations Arrests	0	0	0
Disciplinary Action	0	0	0
Liquor Law Violations Arrests	0	0	0
Disciplinary Action	0	0	0
Drug Abuse Violations Arrests	0	0	0
Disciplinary Action	0	0	0
Hate Crimes	0	0	1

* Larcenies were mostly of books, small amounts of money, and cell phones left unattended.

** Motor Vehicle Theft - Vehicle taken from campus and located on campus.

Explanation of statistics can be found by visiting <http://ope.ed.gov/security/>

Dormitory Corporation

	Calendar Year 2005	Calendar Year 2006	Calendar Year 2007
Murder	0	0	0
Manslaughter	0	0	0
Arson	0	0	0
Sex Offenses Forcible	0	0	0
Non-Forcible	1	0	0
Robbery	0	0	2
Assault - Aggravated	0	0	0
Burglary*	9	21	22
Motor Vehicle Theft	0	0	0
Weapons Violations Arrests	0	0	0
Disciplinary Action	0	0	0
Liquor Law Violations	0	0	26
Disciplinary Action	50	70	98
Drug Abuse Violations	0	0	12
Disciplinary Action	4	5	6
Hate Crimes	0	0	0

* Burglary - Most burglaries were larcenies of books, small amounts of money, and cell phones from dorm rooms.

NY Alert & Mass Notification System

Like many colleges across the country, Mohawk Valley Community College is reviewing and enhancing its campus safety operations. This review is particularly important in light of recent tragic events at colleges such as the shooting at Virginia Tech in 2007. MVCC's campus safety enhancement initiative includes the installation of a mass notification system for campus emergencies.

This mass notification system includes two components that are important to students. The first is a siren on the Utica Campus that will sound only in the event of a serious emergency, such as an armed suspect on campus, or an impending natural disaster such as an approaching tornado. The college will be testing the siren at least once each semester, and students will always be notified in advance of the test. If you hear the siren at any other time than during a test, seek immediate shelter and wait for instructions.

The second component is a voluntary system of enrollment for all students for notification of emergencies through the State Emergency Management Office (SEMO) alert system. This voluntary system is known as New York (NY) Alert.

How does NY Alert work? NY Alert provides subscribers with either an email, fax, or cell phone text message to let the subscriber know that an emergency condition exists on campus. MVCC gives students and staff the opportunity to voluntarily submit their preferred method of contact to SEMO, which will in turn set up a

transmission database for those who have subscribed.

When will NY Alert be used? Only in an emergency. Some examples might include an impending natural disaster, such as an approaching tornado, or an imminent crisis on campus, such as a fire, bomb threat, or armed suspect.

What will happen? If an emergency exists, NY Alert will send a message to the subscriber letting them know of the emergency condition, and in most cases, specific instructions on what to do. A subscriber will receive the message as either an email, fax or cell phone text message, depending on what that subscriber specified when they signed up for NY Alert.

How will I sign up for NY Alert? MVCC will provide a link through SIRS, our internet based student system, for all students and staff to enter their information into NY Alert. The information you enter is held as confidential and will only be used by SEMO to give you information during an emergency situation.

What does NY Alert cost? Absolutely nothing. The service is free, and completely voluntary. You do not have to sign up for NY Alert unless you are interested in receiving information during an emergency situation. While we do recommend subscribing to NY Alert, participation is not mandatory.

How do I get started? Go to the SIRS link on the MVCC website (www.mvcc.edu) and login to your secure area. Once you are logged in, there will be instructions for submitting information for NY Alert.

DRUG FREE SCHOOLS AND CAMPUSES

Mohawk Valley Community College clearly and unequivocally states that the unlawful possession, use or distribution of illicit drugs and alcohol by Mohawk Valley Community College students and employees is prohibited on College property or as part of any College-sponsored activity. This includes prohibition against use by students who are under age.

Introduction & Philosophy

MVCC seeks to abide by the Alcohol and Other Drugs (AOD) Federal Mandate by:

- a) Providing information, education, and prevention regarding the abuse of substances throughout the MVCC community;
- b) Compiling accurate statistics/assessments of college student/staff behavior toward AOD issues;
- c) Providing appropriate professional counseling and intervention services for students who demonstrate the need to address AOD issues, and;
- d) Providing relevant, professional referral services for students exhibiting symptoms of AOD problems.

MVCC seeks to ensure the health and well being of all students, faculty and staff. Our commitment reflects a college-wide commitment to:

- a) A comprehensive prevention effort to reduce the use and, in particular, the high risk use of alcohol and other drugs;
- b) The use of intervention for alcohol and other drug problems and to refer to treatment and recovery;
- c) Establish a standard of conduct that prohibits, at a minimum, the unlawful possession, use or distribution of alcohol and other drugs by students, faculty and staff, on its property or as part of any of its activities.

MVCC subscribes to the disease concept of alcoholism and addiction. With alcohol and drug abuse and dependence, there is a loss of control, a compulsion to use, and continued use, despite negative consequences. Alcoholism and addiction are family diseases with enormous impact on the family, individually and collectively. Approximately one out of every three Americans reports that alcohol has been a problem in his or her family. Intervention, with referral to treatment and recovery programs, is the primary response of the College, with strong support for 12-step and other self-help support groups.

AOD Health Risks

Drug Addiction whether in the form of drugs or alcohol is considered a “brain disease”. Both can lead to physical and mental addiction, which in turn will interfere with the individual’s ability to function effectively and cause compulsive drug cravings. Addiction may manifest itself when high doses of drugs are used over a long period of time or may occur after an initial use.

There are many health risks associated with the misuse of various drugs, including over-the-counter drugs.

Alcohol abuse is the leading cause of death in teenagers as it can cause high-risk behavior leading to poor judgment, motor vehicle accidents and deviant, irresponsible and dangerous sexual activity. Mental health issues related to social isolation, difficulties at home and poor job performance can also arise.

Drug abuse includes the use of illegal drugs or “street drugs”, as well as the misuse use of prescribed and non-prescription drugs.

A number of health risks include but are not limited to the following:

- CNS - Central Nervous System (seizures, brain damage)
- Respiratory (pneumonia, bronchitis)
- Heart (heart attack, hypertension, stroke, and tachycardia)
- Mental Diseases (psychosis, depression, paranoia)
- Suicide
- Cancer
- Osteoporosis
- Liver (liver failure, cirrhosis and hepatitis)
- Gastritis
- Pancreatitis
- HIV/AIDS
- Birth Defects

Smoking Policy

Smoking is prohibited in all Utica and Rome MVCC Buildings. This policy includes private offices, and does include Residence Halls.

Counseling, Treatment & Rehabilitation Programs

Utica Campus: Counseling Center, Professional Staff, Payne Hall, Room 104B
Hours: Monday-Friday 8:30 a.m.-4:30 p.m.
Telephone: 792-5326

Off Campus: A number of counseling, treatment and/or rehabilitation programs are available in the Greater Utica/Rome area:

- Insight House
500 Whitesboro Street, Utica, NY
Telephone: 724-5168
- Alcoholics Anonymous
276 Genesee Street, Utica, NY
Telephone: 732-6880
- Mohawk Valley Council on Alcoholism/Addiction
502 Court Street, Suite 401, Utica, NY
Telephone: 733-1709
- Addiction Crisis Center
210 Lansing Street, Utica, NY
Telephone: 735-1645, Ex. 162

Counseling & Treatment

- Mohawk Valley Council on Alcoholism/Addiction,
502 Court Street, Suite 401 Utica, NY
Telephone: 733-1709
- Addiction Crisis Center
210 Lansing Street, Utica, NY
Telephone: 735-1645, Ex. 162
- Mohawk Valley Psychiatric Center
Noyes Street, Utica, NY

Some important provisions of the New York State Law pertaining to alcohol are as follows:

- Persons under the age of 21 are prohibited from possessing any alcoholic beverage with intent to consume the beverage. Violators are subject to a fine, but are not subject to arrest.
- Persons under the age of 21 who present falsified or fraudulently altered proofs of age for the purpose of purchasing or attempting to purchase alcoholic beverages are guilty of a violation, punishable by a fine and a community service requirement.
- A person under the age of 21 who presents an altered New York State driver's license for the purpose of illegally purchasing an alcoholic beverage may be subject to a suspension of that driver's license.

- An individual serving drinks to anyone under the age 21 can be held liable for damage should that person injure someone while under the influence of alcohol.
- The law prohibits anyone from selling alcohol without a license.

Disciplinary Sanctions

Mohawk Valley Community College clearly and unequivocally states that it will impose such disciplinary sanctions on its students and employees as may be prescribed by local, state and federal law should said students and/or employees violate the standard of conduct relative to the use of drugs or the abuse of alcohol. The unlawful possession, use, or distribution of illicit drugs and alcohol by MVCC students and employees is prohibited on College property or as a part of any College-sponsored activity. Compliance with this policy shall be a condition of attending or working at Mohawk Valley Community College.

The College further states that the disciplinary action may extend from suspension, to expulsion from the College or termination of employment as well as referral for prosecution.

Further details can be found in the Student Handbook.

Furthermore, the College stipulates that successful completion of an appropriate rehabilitation program may be included in the disciplinary sanctions.

For more indepth detail, view Student Handbook.

For Further Information

A complete and detailed description of local, state and federal laws relating to the unlawful trafficking of drugs and the penalties for Driving While Intoxicated (DWI) or Driving While Ability is Impaired (DWAII) is on file in the following offices:

Utica Campus

Human Resources, Room 113, Academic Building
Residence Life, Room 208, Alumni College Center
Security Room, Room 109, Academic Building
Vice President for Student Services/Dean of Students,
Room 347, Payne Hall
Counseling Center, Room 104B, Payne Hall

Rome Campus

Student Services, Room L33, Plumley Complex

Federal Trafficking Penalties - Marijuana

Drug	Quantity	1st Offense	2nd Offense
Marijuana	1,000 kg or more mixture; or 1,000 or more plants	<ul style="list-style-type: none"> • Not less than 10 years, not more than life • If death or serious injury, not less than 20 years, not more than life • Fine not more than \$4 million if an individual, \$10 million if other than an individual 	<ul style="list-style-type: none"> • Not less than 20 years, not more than life • If death or serious injury, mandatory life • Fine not more than \$8 million if an individual, \$20 million if other than an individual
Marijuana	100 kg to 999 kg mixture; or 100 to 999 plants	<ul style="list-style-type: none"> • Not less than 5 years, not more than 40 years • If death or serious injury, not less than 20 years, not more than life • Fine not more than \$2 million if an individual, \$5 million if other than an individual 	<ul style="list-style-type: none"> • Not less than 10 years, not more than life • If death or serious injury, mandatory life • Fine not more than \$4 million if an individual, \$10 million if other than an individual
Marijuana	more than 10 kgs hashish; 50 to 99 kg mixture more than 1 kg of hashish oil; 50 to 99 plants	<ul style="list-style-type: none"> • Not more than 20 years • If death or serious injury, not less than 20 years, not more than life • Fine \$1 million if an individual, \$5 million if other than an individual 	<ul style="list-style-type: none"> • Not more than 30 years • If death or serious injury, mandatory life • Fine \$2 million if an individual, \$10 million if other than individual
Marijuana	1 to 49 plants; less than 50 kg mixture	<ul style="list-style-type: none"> • Not more than 5 years • Fine not more than \$250,000, \$1 million other than individual 	<ul style="list-style-type: none"> • Not more than 10 years • Fine \$500,000 if an individual, \$2 million if other than individual
Hashish	10 kg or less		
Hashish Oil	1 kg or less		

Information from the U.S. Drug Enforcement Administration's website: www.usdoj.gov/dea/agency/penalties.htm

GRADUATION/COMPLETION & TRANSFER-OUT RATES

The following information on MVCC's graduation/completion and transfer-out rates is provided in compliance with the Higher Education Act of 1965, as amended. The rates reflect the graduation, completion and transfer-out status of students who enrolled in Fall of 2005 year and for whom 150 percent of the normal time-to-completion has elapsed.

For the freshman class of full-time students beginning in Fall 2005, 41 percent either graduated from our institution or completed their programs, or had transferred to other higher education institutions without a degree by Fall 2008.

While reviewing this information, please bear in mind:

- Many students come to MVCC on a part-time basis, change their status from full-time to part-time, take time off from college for personal or occupational reasons and return to classes at a later date, change their curriculum, or enter the College with goals which do not include earning a degree or certificate. Each of these student decisions impacts MVCC's graduation, completion and transfer rate. This may very well be interpreted to mean that these students achieved their educational goals even while not receiving a degree or certificate.
- Graduation and transfer-out rates are based on three years of attendance that equates to 150 percent of our longest program.

Aggravated Driving While Intoxicated

A-DWI (.18 and higher Blood Alcohol Content [BAC])

	FINE*	JAIL SENTENCE	LICENSE/ACTION**
1st Offense (Misdemeanor)	min. \$1,000/max. \$2,500	up to 1 year	min. 1-year revocation
2nd Offense (Within 5 years - Class E Felony)	min. \$1,000/max. \$5,000	5 days to 4 years	min. 18-month revocation
3rd Offense or more (Within 10 years - Class D Felony)	min. \$2,000/max. \$10,000	10 days to 7 years	min. 18-month revocation

Driving While Intoxicated

DWI (.08 and higher Blood Alcohol Content [BAC] or other evidence of intoxication)

	FINE*	JAIL SENTENCE	LICENSE ACTION**
1st Offense (Misdemeanor)	min. \$500/max. \$1,000	up to 1 year	min. 6-Month revocation
2nd Offense (Within 5 years - Class E Felony)	min. \$1,000/max. \$5,000	5 days to 4 years	min. 1-year revocation
2nd Offense (Within 10 years - Class E Felony)	min. \$1,000/max. \$5,000	up to 4 years	min. 1-year revocation
3rd Offense (Within 5 years - Class D Felony)	min. \$2,000/max. \$10,000	10 days to 7 years	min. 1-year revocation
3rd Offense (Within 10 years - Class D Felony)	min. \$2,000/max. \$10,000	up to 7 years	min. 1-year revocation

Driving While Ability Impaired

DWAI (more than .05 up to .07 Blood Alcohol Content [BAC])

	FINE*	JAIL SENTENCE	LICENSE ACTION**
1st Offense (Traffic Infraction)	min. \$300/max. \$500	up to 15 days	min. 90 days suspension
2nd Offense (Within 5 years - Traffic Infraction)	min. \$500/max. \$750	up to 30 days	min. 6 months revocation
3rd Offense (Within 10 years - Misdemeanor)	min. \$750/max. \$1,500	up to 180 days	min. 1-year revocation

Zero Tolerance

Drivers Under 21 (DMV administrative finding of .02 to .07 Blood Alcohol Content [BAC])

	CIVIL PENALTY	LICENSE ACTION	ADDED FEE
1st Offense	min. \$125	6-Month Suspension	\$100 Suspension Termination Fee
2nd Offense	min. \$125	1-Year Revocation or until age 21, whichever is longer	\$100 Re-Application Fee

* Conviction fine only. Does not include mandatory conviction surcharge or crime victims assistance fee.

** For license revocations, the Department of Motor Vehicles determines when your license can be returned. Its return or reinstatement, based on state law or regulation, is not automatic. You must reapply for your license and may have to take a test. Three or more alcohol or drug-related offenses with 10 years can result in a permanent revocation, with a waiver request permitted after at least five years.