



2025

ANNUAL SAFETY REPORT

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The Annual Safety Report and Distribution

This Annual Safety Report (ASR) covers both the West Windsor and the Trenton campus locations of Mercer County Community College. This report has been produced in compliance with the Jeanne Clery Act regarding disclosure of Campus Security Policy and the campus Crime Statistics (also known as the Clery Act or Campus Security Act), codified at 20 U.S.C. 1092(f) as part of the Higher Education Act of 1965 (HEA). This report is distributed annually and made continuously available to all students and employees via the internet. Further, a printed copy of this report is available to all students and employees upon request.

Employees may obtain further information from the Office of Human Resources or the Office of College Safety and Security. Previous year Campus Safety and Security Reports are also accessible on the college website at [Mercer County Community College - Campus Crime Statistics \(mccc.edu\)](http://www.mccc.edu/campus-crime-statistics).

Additional information about Mercer County Community College's policies, regulations and security services is available in the Mercer County Community College's Student Handbook or online at <http://www.mccc.edu/pdf/handbook.pdf>.

Mercer County Community College Department of College Safety

[Dept. of College Safety web page](#)

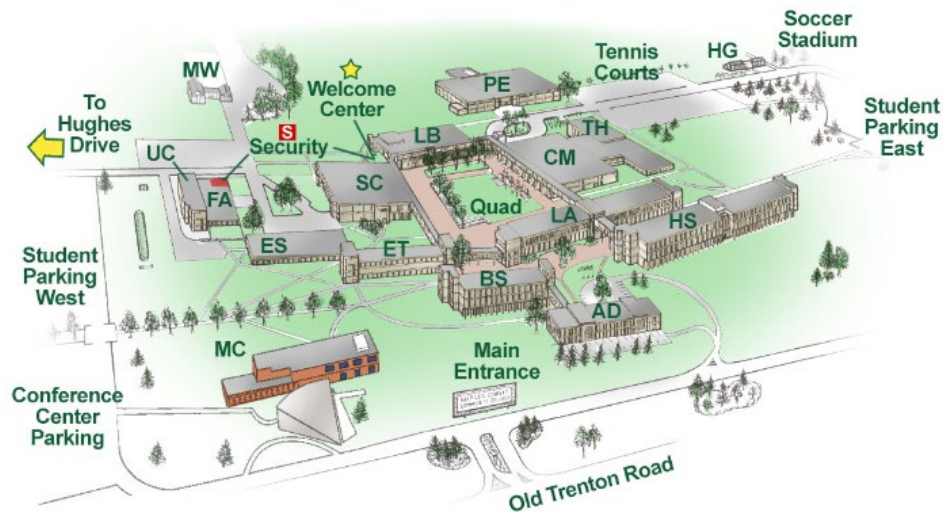
Security Procedures and Guides including the Annual Safety Report and Emergency Operations Plan can be accessed on the college website at [MCCC Emergency Operations Plan](#).

COLLEGE SAFETY AND SECURITY Locations and Contact Information

West Windsor Campus (WWC)
1200 Old Trenton Road
West Windsor, New Jersey 08550

On-Campus dial extension 3200 or 3503
609-570-3503

(West Windsor Campus College Safety can be reached directly 24 hours a day, 7 days a week.)



James Kerney Campus (JKC)
102 N. Broad Street
Trenton, New Jersey 08608

On-Campus dial extension 3175
609-570-3175

*(James Kerney College Safety staff can be reached directly
from 7 a.m. to 10 p. m. Monday through Friday and from 7 a.m. to 3 p.m. on Saturdays.
Calls placed after the hours of operation at the James Kerney Campus
are answered by the West Windsor Campus Safety staff.)*

Introduction:

The Office of College Safety at Mercer County Community College assists in the preparation and distribution of the Annual Campus Security Report as per the Campus Security Act. The Campus Security Act requires colleges and universities to publish a report by October 1 of each year that contains three years of campus crime statistics and certain campus security policy statements.

The Office of College Safety works closely with all College departments as well as the local police departments to compile and validate this report each year. The Office of College Safety continuously encourages members of the Mercer County community to use this report as a guide for safe practices both on and off campus.

Mercer County Community College Office of College Safety and Security:

The mission of the Office of College Safety is to provide the faculty, students, staff and guests of Mercer County Community College with a safe, pleasant and efficient environment in which to live, work, and learn. The mission focuses on the protection of life and property, the enforcement of college policies, the prevention and detection of on-campus crimes and other violations, emergency response management, and other safety related services. The Office of College Safety jurisdiction consists of on-campus property and grounds.

The Office of College Safety has two locations to serve our community.

1. We have an office located in the Student Center building at the Welcome Center on our main campus at 1200 Old Trenton Road, West Windsor, New Jersey
The West Windsor Office can be contacted at 609-570-3503 (non-emergencies) or by dialing extension 3200 or extension 3503 via campus phone.
2. We have a second office located at the main entrance of the James Kerney building located on the James Kerney Campus at 102 North Broad Street, Trenton NJ.
The James Kerney Campus can be contacted at 609-570-3175 (non-emergencies) or by dialing extension 3175 via campus phones located on the James Kerney Campus.
Officers are posted during college operating hours in the additional two buildings that compose the Trenton campus (101 North Broad Street and 137 North Broad Street (Trenton Hall))

Additionally, College Safety operates a “stand-by” site that has the capacity to manage all operations from an alternate location. This secondary College Safety operations center is located in the Fine Arts building just off the Hughes Drive roadway and adjacent to the University Center on the West Windsor campus.

Incoming calls to either College Safety phones are answered 24/7 at the West Windsor campus and when the James Kerney Campus is open. During non operating hours at James Kerney Campus, phone calls are forwarded to the West Windsor campus.

Both campuses have a dedicated Communications / Dispatch Center which is staffed with trained college safety officers who answer calls for service, monitor the closed-circuit camera

monitors, dispatch officers and other emergency service providers, register motor vehicles on campus, issue college identification cards, and monitor intrusion detection and fire alarm systems. College Safety officers are dispatched directly or via two-way radio for calls requiring a response.

Emergency calls to College Safety can also be made from twelve (12) code-blue emergency phones on the West Windsor Campus and numerous in-house emergency phones and call boxes throughout all campuses that provide direct connection to the communications officer. The locations of these emergency devices are represented on the floor plans included in the college's Emergency Operations Plan (EOP) as well as prominently displayed in all college buildings.

The Office of College Safety is staffed by a director, a Manager & several shift-specific supervisors that oversee full-time and part-time College Safety Officers who patrol the West Windsor Campus on foot, in vehicles, electric carts and on bicycles 24 hours a day, 365 days a year. In addition, the James Kerney Campus is staffed with a Manager & several shift-specific supervisors who oversee full-time and part-time College Safety Officers who patrol by foot and vehicle during operating hours at the campus.

College Safety Officers are non-sworn college employees and therefore do not have arrest or other law enforcement powers/authorities. Officers are required to complete a training program and maintain certification in security procedures as required by the New Jersey State Police Security Officer Registration Act (SORA). Under SORA, College Safety Officers are qualified in first aid, CPR-AED for the Health Care Provider, fire response, and are tasked to participate in a wide variety of pertinent and relevant training throughout the year. Mercer County Community College is currently under contract with industry leaders and vendors that provide both subject matter and general safety/compliance training and certifications.

The Director, Managers, and designated Training Officers are primarily responsible for conducting continuing training for campus public safety officers. Training topics include, but not limited to, criminal law, civil law, federal law, the Clery Act and campus security authority, procedural justice and community-caretaking, overviews of Title IX, sexual assault and gender violence response and investigation, diversity, equity and inclusion based training, investigation, public relations, interpersonal communications, crisis intervention and de-escalation strategies, critical incident response and incident command system, emergency operations, and related facets of protection of persons and property.

This training includes annual in-service sessions, select out-service seminars and conferences, applicable online training/webinars, and regular roll-call information sessions.

Campus Policing and Security Policies:

The Office of College Safety maintains optimal relationships with the West Windsor, Trenton, Hamilton, Lawrence Township, and Ewing Police Departments as well as the Mercer County Sheriff's Department and the New Jersey State Police.

Mercer County Community College maintains communications, information sharing and has executed key Memorandums of Understanding (Mutual Aid) with the County Office of Emergency Management, Mercer County Sheriff's Office, Mercer County Special School District and other area schools and educational establishments. Information is disseminated between these agencies and the Office of College Safety in an on-going effort to work collaboratively and to maintain safe campus environments. Serious matters and incidents involving the potential for harm to life, health and safety are promptly reported to law enforcement.

Additionally, the Office of College Safety assists victims, upon request, in contacting the police. The Office of College Safety reviews all reported incidents and coordinates with local police in classifying and compiling reportable offenses as defined under the Annual Campus Security Reporting Act.

Reporting and Responding to Incidents, Criminal Actions and Emergencies:

The Office of College Safety encourages prompt and accurate reporting of violations of criminal law and violations addressed by the College's Student Code of Conduct and the college-wide policies "Prohibition against Harassment" and "Prohibition against Discrimination." The Office of College Safety also encourages prompt and accurate reporting of all crimes to the appropriate police agencies when the victim elects to. In the event the victim is unable to make such a report, The Office of College Safety may report the incident to law enforcement on their behalf.

Campus Safety Authorities notified of crimes or other serious incidents must notify the Office of College Safety. Campus Safety Authorities are defined as an official of an institution who has significant responsibility for student and campus activities, including, but not limited to, student housing, student discipline and campus judicial proceedings. A Campus Safety Official is defined as any person who has the authority and the duty to act or respond to a particular issue or circumstance on behalf of the institution. Pastoral and professional counselors, when appropriate, may inform individuals they are counseling of appropriate procedures to report crimes voluntarily. Pastoral and professional counselors who act outside their primary role must comply with the same reporting requirements as a Campus Security Authority.

In addition, Mercer County Community College provides a reporting mechanism and protocol for handling confidential and/or anonymous complaints and reports.

Monitoring and Recording Off-Campus Criminal Activity:

Mercer County Community College works closely with local law enforcement agencies regarding off-campus (non-campus) crimes and other serious incidents involving Mercer County Community College students or student organizations.

The Student Code of Conduct may apply to any student conduct that occurs on college premises, at college sponsored activities, and also to off-campus (non-campus) conduct that adversely affects the college community or the pursuit of its objectives, including, but not limited to, any off-campus (non-campus) conduct that constitutes a violation of any law or municipal ordinance or any off campus conduct that poses a threat to the health, safety or welfare of any members of the college community or any residents of the neighboring communities. Reasonable and timely alerts and warning notices may also be issued as appropriate.

Immediate Emergency Response and Evacuation Procedures:

Mercer County Community College continually develops, reviews, and revises campus policies regarding emergency preparedness, emergency response and evacuation procedures, and campus community notifications. These policies and procedures are contained in the College's Emergency Operations Plan that can be accessed online or through a request for printed copies. In addition, copies of the Emergency Operations Plan have been provided to the local police agencies and the Mercer County Office of Emergency Management to facilitate responses and mutual aid.

Emergency Notification(s):

There may be incidents in which Mercer County Community College immediately notifies the campus community and the appropriate law enforcement agency, as warranted, upon the confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees occurring on campus and/or the surrounding community. Mercer County Community College senior officials may need to consult with internal and/or external resources to confirm that there is a significant emergency or dangerous situation. This will be done in a timely fashion.

Upon confirmation of a significant emergency or dangerous situation, The Executive Leadership Team and/or their designees will determine the content of the notification and the appropriate segment(s) of the College community to receive a notification. They will then initiate the notification, unless issuing a notification will, in the professional judgment of those responsible, compromise efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency.

Notifications are issued in various ways, depending on the situation or emergency. This is discussed in greater detail in the section below entitled Disseminating Information.

Timely Warning Notices:

Mercer County Community College is committed to transparency and practices the use of timely warning notices to notify the College community of Clery Act crimes committed on campus or in the surrounding area that may pose a serious or continuing threat to students and employees. Timely warning notices are issued to aid in the prevention of similar crimes. Members of the Mercer community are encouraged to immediately report crimes and other serious incidents to the Office of College Safety so that a timely warning notice can be issued when and if appropriate.

The Executive Leadership Team and/or their designees will determine the timing, content and outreach when issuing timely warning notices. Notifications can be made several ways, depending on the nature and timing of the incident(s) involved. This is discussed in more detail in the section entitled Disseminating Information. Timely warnings will withhold the names and other personally identifying information or personal information of victims and/or reporting persons.

Security Alerts:

In the event that criminal or hazardous activity requires timely public notice to alert community members of potentially dangerous situations, the Office of College Safety initiates the notification process by requesting that an M-Alert or broadcast message be sent out. Mercer County Community College's M-Alert system of notification is designed to send out messages in email, text messaging and voice. Messages sent out via M-Alert under these procedures are also posted on the College's website.

In addition, Mercer County Community College utilizes the ALERTUS Unified Mass Notification System to alert all or select individuals throughout our campuses. The system sends emergency notification messages to College Safety and security personnel and is shared between computers and hand-held communication devices registered on the Mercer County Community College network system.

Disseminating Information:

Emergency notifications and timely warnings are issued primarily via the College's M-Alert electronic notification system and the ALERTUS emergency notification system available to students, faculty, and staff. M-Alert utilizes cellphone calling, texting and email. ALERTUS is broadcasted via College issued PCs. The College's website may also be updated with appropriate information. Electronic building signage may also be deployed to help with critical incident communications as needed and dependent on the situation.

Mercer County Community College is committed to ensuring that useful and appropriate information is disseminated as quickly and accurately as possible in an emergency. To that extent, communication systems are tested regularly. In addition, annual tests are conducted through scheduled drills or exercises designed to assess, evaluate, and reinforce operations within the context of our emergency plans and capabilities.

MCCC Social Media:

Mercer County Community College's presence on various social media platforms delivers continuous information and aid in direct contact with specific areas of the college as well as interaction with fellow students and others in the community. Some of the pertinent sites and sources of information include:



Daily Crime Log:

The Office of College Safety maintains a written, easily understood “Daily Crime Log” as required by the Campus Security Act.

The Daily Crime Log records, by the date the crime was reported, any crime that occurred on campus or within the college’s jurisdiction, in public areas immediately adjacent to or running through campus, and in certain non-campus facilities and remote classrooms. The log includes the nature, date, time, and general location of each crime as reported to the Office of College Safety. Further, the disposition of the incident/crime is also recorded when and where appropriate. The Office of College Safety makes timely entries and/or additions to an entry to the Daily Crime Log within two business days of receiving a report, except in certain circumstances as prescribed under the Campus Security Act.

Mercer’s Daily Crime Log is available for public inspection and contains the most recent 60-day period. Any portion of the Daily Crime Log older than 60 days will be made available within two business days of a request for public inspection.

Facilities Access and Security Maintenance:

College Safety officers conduct routine and repeat building checks during their patrols. Rooms are checked and buildings are secured as needed. Surveillance cameras monitor and record activity in most open spaces, hallways and in non-classroom spaces and areas where people generally gather. Exterior doors are controlled by a system of keys and electronic card readers. Swipe cards are issued to faculty and staff as necessary to facilitate a controlled ease of access for entry. Also, Mercer County Community College maintains a robust array of CCTV cameras and recording media to enhance safety and security by monitoring buildings and grounds.

The Facilities team is responsible for maintaining the physical key and lock control systems while College Safety maintains control and accountability over the issuing of physical key and lock control system. The electronic “swipe” access components and system are maintained by a qualified contract vendor and/or the IT (Information Technology) staff and administered by College Safety. College Safety should be contacted in the event of key, swipe or proximity card access issues.

The Office of College Safety also works closely with the Facilities management team to update and ensure overall safety. LED lighting is designed to enhance visibility illumination in all parking areas, buildings, and walkways. The Office of College Safety contacts the Facilities department for needed repairs/replacement. Members of the College community are encouraged to report any lighting deficiencies to College Safety at 609.570.3503 and/or to the Facilities Department at 609.570.3534. Both the College Safety Department and the Facilities Department maintain on-call rosters/lists for contacting essential and specific craft related technicians and professionals in the event of any safety or facilities related emergency occurring after routine business hours.

In addition to the access control hardware and systems, Mercer County Community College employs safe and effective lock-down devices and hardware.

Crime Prevention Education and Awareness:

Crime prevention is a high priority for the Office of College Safety and for the entire College. The Office of College Safety encourages community members to be aware of their surroundings, both on and off campus, and to take responsibility for their own safety and security and that of others. The mantra of “see something, say something” is especially important to the safety and success of our college. Towards this end, the Office of College Safety offers crime prevention and education programs and services. These programs and services include:

1. Security Surveys and Vulnerability Assessments: The Office of College Safety conducts security continually assess to identify areas of campus that present vulnerabilities to the overall safety of the College community. These officers work with appropriate offices, departments, and divisions to provide service and address concerns.
2. Park, Walk and Talk Program: Establishing personal contact with members of the college community in a non-crisis situation helps foster mutual respect, a keen sense of community, communication, and recognition between the various groups. Officers representing the Office of College Safety routinely meet with students and staff to discuss challenges and to provide a forum for the free exchange of ideas through scheduled meetings, at the monthly Council on College Governance Committee sessions and other discussion forums, both formal and informal.
3. New Student Orientation: Upon request, College Safety officers will meet with new students and/or their parents to provide an overview of the offices, programs, services, and basic safety tips. A general orientation is provided to each student and new employee of the College upon enrollment/hiring.
4. Requests for Employee Orientation: Upon request, College Safety Officers will meet with new employees to give an overview of the programs and services and tips for personal and fire safety.

Blue Light and Red Emergency Phones:

Emergency call boxes and phones are strategically located throughout the West Windsor Campus. These devices provide a direct line to the Office of College Safety, 24 hours a day, 7 days a week, with the touch of a button. These phones are connected directly to the Office of College Safety. These call boxes and emergency phones are identified by internal room maps (evacuation and emergency system posters conspicuously affixed in each room) and through wayfinding. In addition, the James Kerney Campus is equipped with emergency phones within the campus and are connected to the Dispatch Center on campus.

Additionally, the locations of all call boxes and emergency phones, fire extinguishers, egress routes, etc. are contained in the floorplan/map sections of the Mercer County Community College Emergency Operations Plan (available online and printed, upon request). Further, this floorplan/map information is conspicuously posted in each room adjacent to the entrance/exit doors.

When activating the blue light and red emergency phones, no dialing is required. When an emergency phone is activated via the call button, the College Safety desk (at either respective campus) is immediately notified. Officers are then dispatched to the caller's location and services are provided.

Environmental Safety:

Shrubbery, trees, and other vegetation on campus are regularly groomed, maintained and in some instances removed. Buildings are continually monitored and inspected for potential criminal activity. This is all done as a form of “target hardening” whereas, the effort is to enhance physical security as well as remove any possible hiding place or areas where the criminal element can hide or seek shelter.

Campus Lighting:

Lighting fixtures on campus are monitored for malfunctions and work orders are submitted to repair any lighting issues. Lighting upgrades (lamp footprint, intensity, LED vs. incandescent) are also routinely reviewed and modified as warranted. Facilities and College Safety personnel conduct light maintenance assessments periodically and work order reporting as needed. These work order(s) are issued to the Facilities Department.

Building Security and Fire Alarms:

All buildings on campus are monitored for fire, smoke and other alarm related issues. The monitoring systems utilize audio and visual warning devices technology so that the College Safety staff can issue specific and useful information and updates during any alarm activation.

The building security monitoring and reporting systems are equipped with a passive monitoring feature that allows the cameras and other related devices to communicate with the Safety/Security command as a form of “force multiplier” to aid the patrols in maintaining constant and enhanced vigilance and safe operations.

Event Security:

The Office of College Safety works with event organizers to ensure that every event is approved of by the Dean(s) or Administration and is properly staffed and held in as safe a manner as possible.

Shuttle Service:

Mercer County Community College provides free shuttle services for students, faculty and staff between the main campus in West Windsor and the James Kerney Campus in Trenton, New Jersey. Additional shuttle services are provided from the West Windsor Campus to various locations throughout the local community. The shuttle schedule is posted at various locations on campus as well as the college website at [Mercer County Community College - Shuttle & Bus Service \(mccc.edu\)](http://mccc.edu)

New Employee Orientation / Onboarding:

New employees are informed of and/or provided with campus safety and security information, as well as access to Mercer County Community College’s Annual Campus Safety and Security Report and Title IX policy and procedures.

Amnesty for Alcohol or Other Drug Use:

Mercer County Community College seeks to remove any barriers to reporting. In accordance with New Jersey’s “Good Samaritan” drug overdose law, signed into law by Governor Chris Christie on May 2, 2013, individuals are encouraged to call 911 for drug overdoses by giving them immunity from prosecution.

An individual who reports sexual harassment or misconduct, either as a complainant or a third party, will not be subject to disciplinary action by the College for their own personal consumption of alcohol or drugs at or near the time of the incident, provided that any such violations did not and do not place the health or safety of any other person at risk. The college may, however, initiate an educational discussion or pursue other educational or therapeutic remedies regarding alcohol or other drugs for those individuals.

Substance Abuse:

Mercer County Community College believes that individual responsibility is extremely important in social choices. Substance abuse often hinders community members' ability to lead lives of productive work, enlightened living, and community involvement. The College's policy regarding alcohol and other drugs provides penalties for abuses but places major responsibility on the student for responsible decision making.

The College's Policies and Student Code of Conduct governing the use of alcohol and other drugs apply to all MCCC students and their guests. The primary responsibility for knowing and abiding by the provisions of the College policies rests with the individual student.

Alcohol:

Mercer County Community College seeks to maintain safe and healthy campus environments conducive to its students' academic and social activities. Mercer's alcohol policy fosters this safe and healthy environment and reflects the need for mutual respect and personal responsibility among the members of the Mercer community, all of whom are expected to be acquainted with, and to abide by, the College policies, federal and state laws, and local ordinances related to the sale and consumption of alcohol.

The primary law enforcement agencies that enforce these laws are the West Windsor Township and Trenton Police Departments in conjunction with the Office of College Safety. The State of New Jersey prohibits the consumption, possession, and/or purchase of alcoholic beverages by any person under 21 years of age.

Sanctions for violations of the alcohol policy may include, among others, fines, probation, suspension, and/or dismissal from the College. Mercer's alcohol policy is published in the Student Handbook on the website at <http://www.mccc.edu/pdf/handbook.pdf>. Policies regarding alcohol on campus can also be found in the Operating Manual of the Board which is available via the College website.

Drug-Free Schools and Communities Act:

In response to former President George H. W. Bush's national drug control strategy, Congress passed legislation to require schools, colleges, and universities to implement and enforce drug prevention programs and policies as a condition of eligibility to receive federal financial assistance.

On December 12, 1989, President Bush signed the Drug-Free Schools and Communities Act Amendments of 1989- Public Law 101-226. Section 22 of the amendments amends provisions for the Drug-Free Schools and Communities Act of 1986 and the Higher Education Act of 1965 to require that, as a condition of receiving funds or any other form of financial assistance under any federal program after Oct. 1, 1990, a university or college must submit certification that it has adopted and implemented a drug prevention program.

As set forth in the above statute, Mercer County Community College must provide at least an annual distribution in writing to each employee and student with the following information. [OMB651.pdf \(mccc.edu\)](#)

1. Standards of conduct that clearly prohibit, at a minimum, the unlawful possession, use, or distribution of illicit drugs and alcohol by employees and students on its property;
2. A description of applicable legal sanctions under local, state, or federal law for the unlawful possession or distribution of illicit drugs and alcohol;
3. A description of health risks associated with the use of illicit drugs and the abuse of alcohol;
4. A description of available drug or alcohol counseling, treatment, or rehabilitation or reentry into classes, activities or programs;
5. A clear statement of the disciplinary sanctions that Mercer County Community College will impose on employees and students and a description of termination of employment and referral for prosecution for the unlawful possession, use, or distribution of illicit drugs and alcohol. Disciplinary sanctions may also include completing an appropriate rehabilitation program; and,
6. A biennial review by Mercer County Community College of its program to determine the effectiveness, implement needed changes, and ensure that disciplinary sanctions are consistently enforced.

Drug Policy:

Mercer County Community College does not tolerate the use or possession of any illegal substance on its campuses. The making, growing, distributing, sharing, selling and/or possession of illegal substances as defined by New Jersey Statutes are violations of Mercer's Student Code of Conduct. Additional violations are related to possession of drug paraphernalia, being in the presence of illegal substances, and/or being under the influence of illegal substances.

The College recognizes the duty and obligation of law enforcement agencies to enforce statutes pertaining to illegal substances on its campuses, including executing search and arrest warrants. Sanctions for violations of the drug policy include, among others, probation, suspension, and/or dismissal from the College.

Mercer's drug policy is published in the Student Handbook on the website at <http://www.mccc.edu/pdf/handbook.pdf> and in the Operating Manual of the Board at [OMB651.pdf \(mccc.edu\)](#).

Missing Student/Persons Notification:

Under the legislation and law enforcement practices known as “Patricia’s Law” (New Jersey P.L. 2007, Chapter 279), Law Enforcement is required to accept without delay any report of a missing person. In keeping with these requirements and best practices protocol, Mercer County Community College’s Office of College Safety will immediately act on any report of a missing person by contacting the appropriate Law Enforcement agency. Any student believed to be missing should be reported to the Office of College Safety, to the appropriate dean and/or to the Vice President of Student Affairs.

Students have the option to designate a person or persons that are to serve as their “emergency and authorized contact” at the time of enrollment. This information is handled confidentially, accessible only to authorized campus and law enforcement officials, and may not be disclosed outside of a missing person investigation.

Upon receipt of an official missing person report, the Office of College Safety will take the steps necessary to:

1. Immediately make notification to the managing levels within College Safety, the Director of College Safety and the Vice President of Student Affairs and/or to their respective designees;
2. Immediately notify the Law Enforcement agency having jurisdiction over the location;
3. Assist in providing Law Enforcement with the information and resources necessary to notify the parent/guardian and any other designated “emergency contact” person(s);
4. Provide the resources requested and/or necessary to facilitate the investigation;
5. Maintain confidences to the degree necessary under the immediate circumstances as presented; and,
6. Maintain comprehensive reporting and records to the degree possible and practical through the MCCC incident reporting system.

Campus Security Statistics

Crime Definitions from the Uniform Crime Reporting Handbook

The Campus Security Act requires that institutions provide definitions for the reportable offenses that occurred in their Geography. The definitions are provided under Uniform Crime Reporting (UCR) or National Incident Based Reporting System (NIBRS) as appropriate.

Aggravated Assault: An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by means likely to produce death or great bodily harm. (It is not necessary that injury result from an aggravated assault when a gun, knife, or other weapon is used which could and probably would result in serious personal injury if the crime were successfully completed.)

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

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

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

Criminal Homicide - Murder and Non-Negligent Manslaughter: The willful (non-negligent) killing of one human being by another.

Dating Violence: Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of such a relationship shall be determined based on the reporting party's statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship

Destruction, Damage, or Vandalism of Property: To willfully or maliciously destroy, damage, deface, or otherwise injure real or personal property without the consent of the owner or the person having custody or control of it.

Domestic Violence: A felony or misdemeanor crime of violence committed by a current or former spouse or intimate partner of the victim; by a person with whom the victim shares a child in common; by a person who is cohabitating with or has cohabited with the victim as a spouse or intimate partner; by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred or by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.

Drug Abuse Violations: The violation of laws prohibiting the production, distribution, and/or use of certain controlled substances and the equipment or devices utilized in their preparation and/or use. The unlawful cultivation, manufacture, distribution, sale, purchase, use, possession, transportation, or importation of any controlled drug or narcotic substance. Arrests for violations of state and local laws, specifically those relating to the unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs.

Intimidation (Hate Crime Handbook): To unlawfully place another person in reasonable fear of bodily harm through threatening words and/or other conduct, but without displaying a weapon or subjecting the victim to physical attack.

Larceny Theft: The unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another. Embezzlement, confidence games, forgery, worthless checks, etc., are excluded.

Liquor Law Violations: The violation of state or local laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, or use of alcoholic beverages, not including driving under the influence and drunkenness.

Motor Vehicle Theft: The theft or attempted theft of a motor vehicle. This includes all cases where automobiles (including golf carts) are taken by persons not having lawful access even though the vehicles are later abandoned, including joyriding.

Robbery: The taking or attempting to take anything of value from the care, custody, or control of a person or persons by force or threat of force or violence and/or by putting the victim in fear.

Sex Offenses:

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

Statutory Rape: Sexual intercourse with a person who is under the statutory age of consent.

Fondling: The touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is not capable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity.

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

Simple Assault: An unlawful physical attack by one person upon another where neither the offender displays a weapon, nor the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration, or loss of consciousness.

Stalking: Engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for the person's safety or the safety of others or suffer substantial emotional distress.

Weapon Law Violations: The violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, concealment, or use of firearms, cutting instruments, explosives, incendiary devices, or deadly weapons. [This classification encompasses weapons offenses that are regulatory in nature.]

*When counting multiple offenses, the FBI's Uniform Crime Reporting Hierarchy Rule is used. This requires that institutions count only the most serious offense when more than one offense is committed during a single incident. While this applies to all categories above, it is particularly relevant for weapon law, drug abuse, and liquor law violations.

New Jersey Law and Statutes:

The Campus Security Act requires institutions to provide the local jurisdiction definition for dating violence, domestic violence, stalking, sexual assault and consent. The definitions below are taken from Title 2C of the New Jersey Criminal Code.

Consent: (from New Jersey Title 2C:2-10)

- a. In General, consent of the victim to conduct charged constitutes an offense or precludes the infliction of the harm or evil sought to be prevented by the law defining the offense.
- b. Consent to Bodily Harm. When conduct is charged to constitute an offense because it causes or threatens bodily harm, consent to such conduct or to the inflictions of such harm is a defense if:
 - 1) The bodily harm consented to or threatened by the conduct consented to is not serious; or
 - 2) The conduct and the harm are reasonably foreseeable hazards of joint participation in a concerted activity of a kind not forbidden by law; or
 - 3) The consent establishes a justification for the conduct under chapter 3 of the code*.
- c. Ineffective Consent. Unless otherwise provided by the code or by the law defining the offense, assent does not constitute consent if:
 - 1) It is given by a person who is legally incompetent to authorize the conduct charged to constitute the offense; or
 - 2) It is given by a person who by reason of youth, mental disease or defect or intoxication is manifestly unable or known by the actor to be unable to make a reasonable judgment as to the nature of harmlessness of the conduct charged to constitute an offense; or
 - 3) It is induced by force, duress or deception of a kind sought to be prevented by the law defining the offense.

Dating Violence: The State of New Jersey does not have a specific law regarding dating violence. It is part of the domestic violence law under NJ Title 2C:25

Domestic Violence: The occurrence of one or more of the following acts inflicted upon a person protected under this act by an adult or an emancipated minor: Homicide, Assault, Terroristic threats, Kidnapping, Criminal restraint, False imprisonment, Sexual Assault, Criminal sexual contact, Lewdness, Criminal mischief, Burglary, Criminal trespass, Harassment, Stalking, Criminal Coercion, Robbery., contempt of a domestic violence order pursuant to N.J.S 2C:29-9, any other crime involving risk of death or serious bodily injury to a person protected under the “Prevention of Domestic Violence Act of 1991, and Cyber-harassment.

When one or more of these acts is inflicted by an un-emancipated minor upon a person protected under this act, the occurrence shall not constitute “domestic violence,” but may be the basis for the filing of a petition or complaint pursuant to the provisions of section 11 of P.L. 1982, c77 (C2A:4A-30).

“Victim of domestic violence” means a person protected under this act and shall include any person who is 18 years of age or older or who is an emancipated minor and who has been subjected to domestic violence by a spouse, former spouse, or any other person who is a present or former household member. “Victim of domestic violence” also includes any person, regardless of age, who has been subjected to domestic violence by a person with whom the victim has had a child in common, or with whom the victim anticipated having a child in common, if one of the parties is pregnant. “Victim of domestic violence” also includes any person who has been subjected to domestic violence by a person with whom the victim had a dating relationship.

Sexual Assault: An actor is guilty of aggravated sexual assault if he commits an act of sexual penetration with another person under any one of the following circumstances:

- (1) The victim is less than 13 years old;
- (2) The victim is at least 13 but less than 16 years old; and
 - (a) The actor is related to the victim by blood or affinity to the third degree, or
 - (b) The actor has supervisory or disciplinary power over the victim by virtue of the actor’s legal, professional, or occupational status, or
 - (c) The actor is a resource family parent, a guardian, or stands in loco parentis within the household;
- (3) The act is committed during the commission, or attempted commission, whether alone or with one or more other persons of robbery, kidnapping, homicide, aggravated assault on another, burglary, arson or criminal escape;
- (4) The actor is armed with a weapon, or any object fashioned in such a manner as to lead the victim to reasonably believe it to be a weapon or object;
- (5) The actor is aided or abetted by one or more other persons and the actor uses physical force or coercion;
- (6) The actor uses physical force or coercion;
- (7) The victim is one whom the actor knew or should have known was physically helpless, mentally defective or mentally incapacitated or had a mental disease or defect which rendered the victim temporarily or permanently incapable of understanding the distinctively sexual nature of the conduct, including, but not limited to, being incapable of providing consent, or incapable of understanding or exercising the right to refuse to engage in the conduct.

Aggravated sexual assault is a crime of the first degree.

- a. An actor is guilty of sexual assault if he commits an act of sexual contact with a victim who is less than 13 years old, and the actor is at least 4 years older than the victim.
- b. An actor is guilty of sexual assault if he commits an act of sexual penetration with another person under any one of the following circumstances:
 - (1) The actor uses physical force or coercion, but the victim does not sustain severe personal injury;
 - (2) The victim is on probation or parole, or is detained in a hospital, prison or other institution and the actor has supervisory or disciplinary power over the victim by virtue of the actor's legal, professional or occupational status;
 - (3) The victim is at least 16 but less than 18 years old and
 - (a) The actor is related to the victim by blood or affinity to the third degree; or
 - (b) The actor has supervisory or disciplinary power of any nature or in any capacity over the victim; or
 - (c) The actor is a resource family parent, a guardian, or stands in loco parentis within the household.
 - (4) The victim is at least 13 but less than 16 years old and the actor is at least four years older than the victim. Sexual assault is a crime of the second degree.
 - (5) The victim is a pupil at least 18 but less than 22 years old and has not received a high school diploma and the actor is a teaching staff member or substitute teacher, school bus driver, other school employee, contracted service provider, or volunteer and the actor has supervisory or disciplinary power of any nature or in any capacity over the victim. As used in this paragraph, "teaching staff member" has the meaning set forth in N.J.S.18A:1-1.

Accompanying definitions:

- a. "Actor" means a person accused of an offense proscribed under this act;
- b. "Victim" means a person alleging to have been subjected to offenses proscribed to this act;
- c. "Sexual penetration" means vaginal intercourse, cunnilingus, fellatio or anal intercourse between persons or insertion of the hand, finger or object into the anus or vagina either by the actor or upon the actor's instruction. The depth of insertion shall not be relevant as to the question of commission of the crime.

Stalking:

- a. As used in this act:
 - (1) "Course of conduct" means repeatedly maintaining a visual or physical proximity to a person; directly, indirectly, or through third parties, by any action, method, device, or means, following, monitoring, observing, surveilling, threatening, or communicating to or about, a person, or interfering with a person's property; repeatedly committing harassment against a

person; or repeatedly conveying, or causing to be conveyed, verbal or written threats implied by conduct or a combination thereof directed at or toward a person.

(2) “Repeatedly” means on two or more occasions.

(3) “Emotional distress” means significant mental suffering or distress.

(4) “Cause a reasonable person to fear” means to cause fear which a reasonable victim, similarly situated, would have under the circumstances.

- b. A person is guilty of stalking, a crime of the fourth degree, if he: purposefully or knowingly engages in a course of conduct directed at a specific person that would cause a reasonable person to fear for his safety or the safety of a third person or suffer other emotional distress.
- c. A person is guilty of a crime of the third degree if he commits the crime of stalking in violation of an existing court order prohibiting the behavior.
- d. A person who commits a second or subsequent offense of stalking against the same victim is guilty of a crime of the third degree.
- e. A person is guilty of a crime of the third degree if he commits the crime of stalking while serving a term of imprisonment or while on parole or probation as the result of a conviction for any indictable offense under the laws of this State, any other state of the United States.
- f. This act shall not apply to conduct which occurs during organized group picketing.

Geography Terms:

On Campus: Any building or property owned or controlled by an institution within the same reasonably contiguous geographic area and used by the institution in direct support of, or in a manner related to, the institution’s educational purposes, including residence halls; and any building or property that is within or reasonably contiguous to the institution that is owned by the institution but controlled by another person, is frequently used by students, and supports institutional purposes (such as a food or other retail vendor).

On Campus Residence Halls: “Dormitories or other residential facilities for students on campus” is a subset of the on-campus category. Institutions must disclose the total number of on-campus crimes, including those in dorms or other residential facilities for students on campus, and must also make a separate disclosure limited to the number of crimes occurring in student dorms or residential facilities on campus.

As of July 1, 2020, through Dec 31, 2022, Mercer County Community College did not have any of its students housed on any other college campuses.

As of Jan 1, 2023, some MCCC students were housed on the Rider University Campus; and those statistics for crimes reported on that campus are listed later in this report starting on page 41. As of August, 2024 some MCCC students were housed on The College of New Jersey Campus and those statistics are listed later in this report starting on page 45.

Non-Campus Building or Property: Any building or property owned or controlled by a student organization that is officially recognized by the institution; or any building or property owned or controlled by an institution that is used in direct support of, or in relation

to, the institution's educational purposes, is frequently used by students, and is not within the same reasonably contiguous geographic area of the institution. Also included in this category are hotels where athletic teams, student groups and clubs stayed for a period longer than one night.

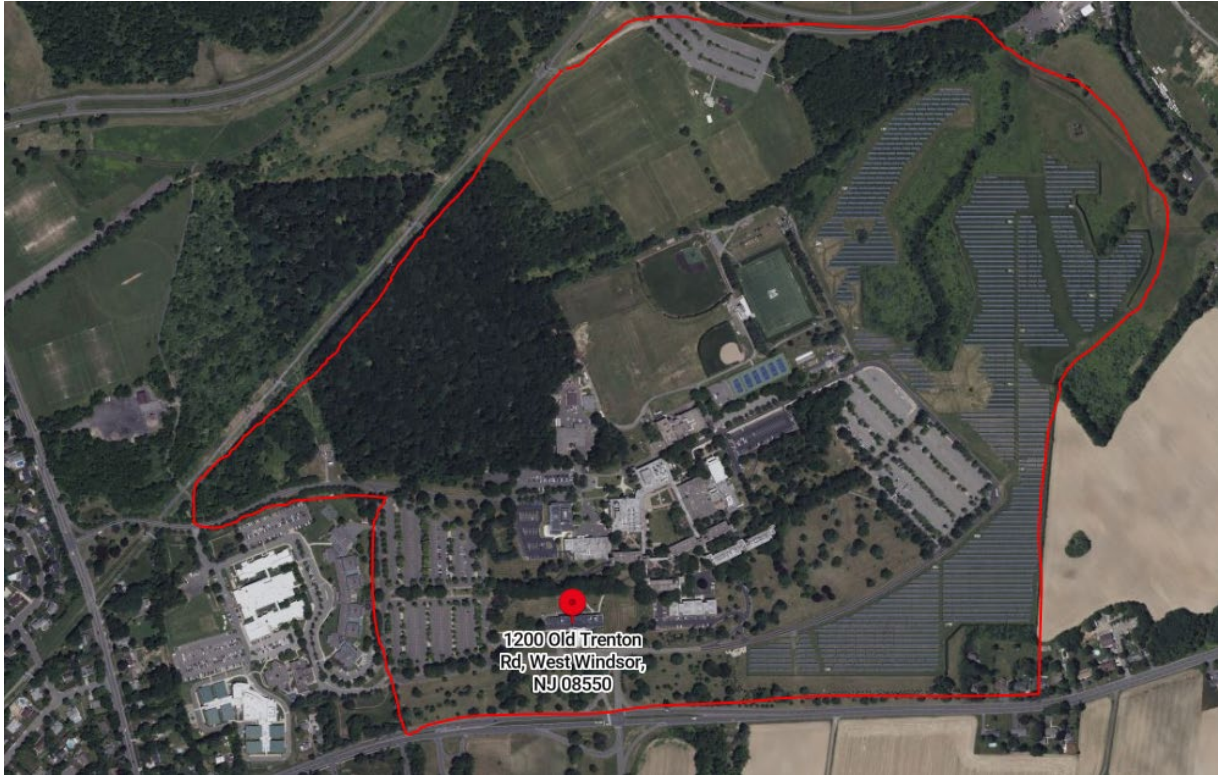
On Public Property: All public property, including thoroughfares, streets, sidewalks, and parking facilities, that is within the campus, or immediately adjacent to and accessible from the campus.

Campus Geography:

WEST WINDSOR CAMPUS

1200 Old Trenton Road, West Windsor, NJ 08850

Borders: Hughes Drive to the west, Mercer County Park to the north, private property to the east, and Old Trenton Road to the south. Aerial view with geography borders in red below:

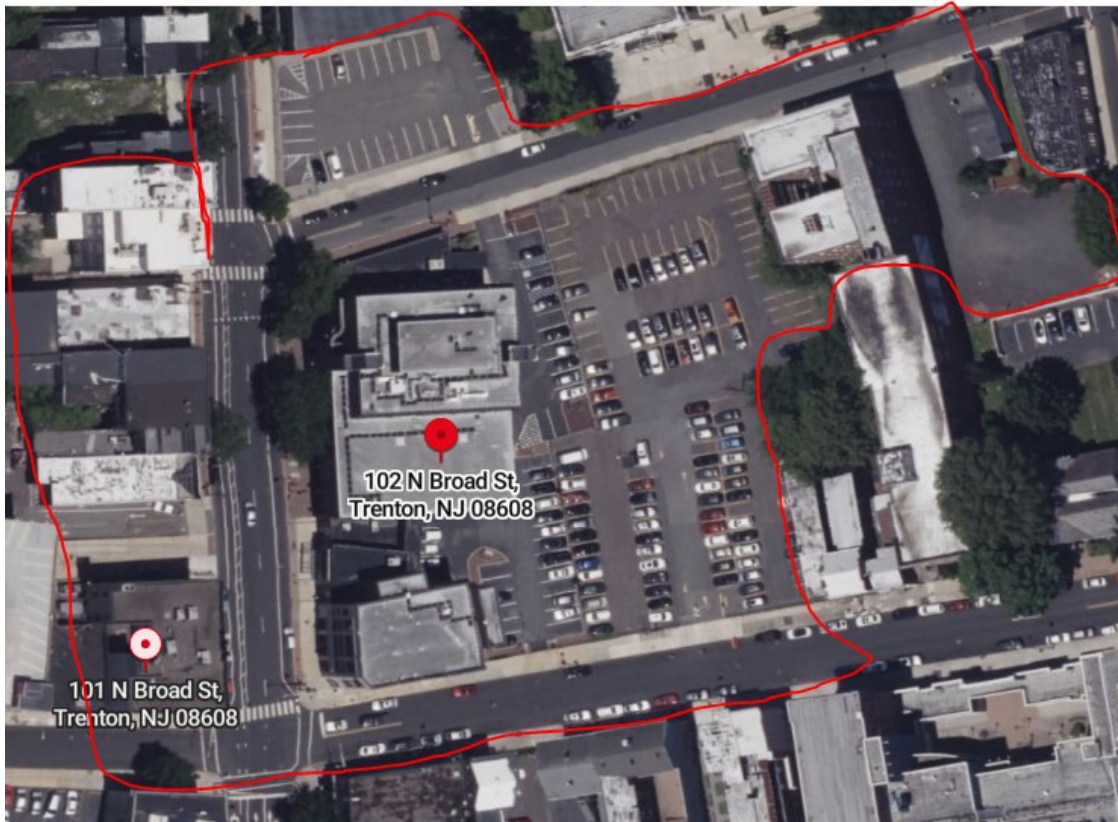


JAMES KERNEY CAMPUS (JKC)

102 North Broad Street, Trenton, NJ

[*also includes 101 North Broad Street and 106 North Broad Street (Trenton Hall) which are on-campus buildings adjacent to the main campus (JKC)]

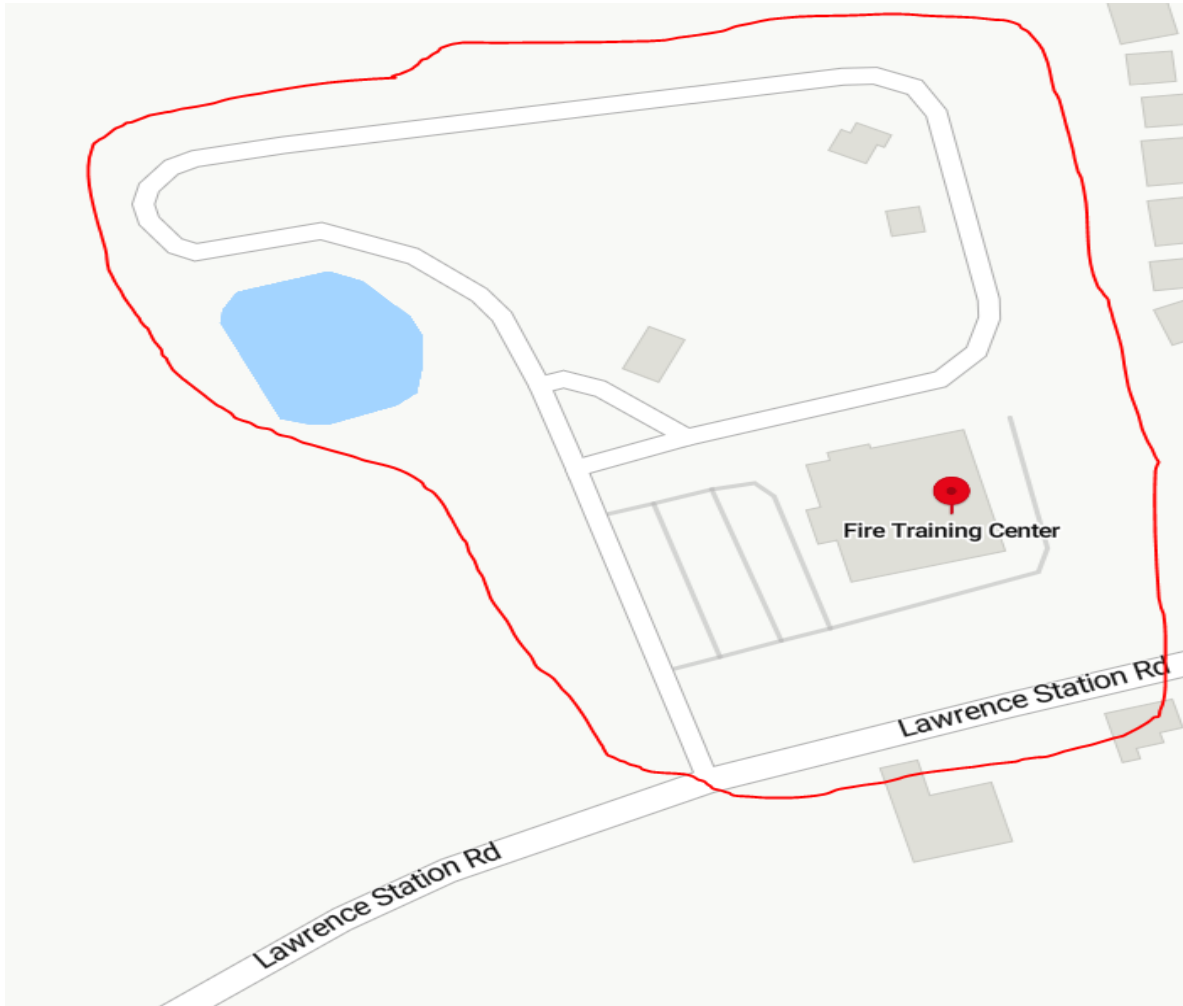
Academy Street to the north, North Montgomery Street to the east, North Broad Street to the east, and Hanover Street to the south:



DEMPSTER FIRE ACADEMY (Mercer County Fire Academy)

350 Lawrence Station Road, Lawrence Township, NJ 08648

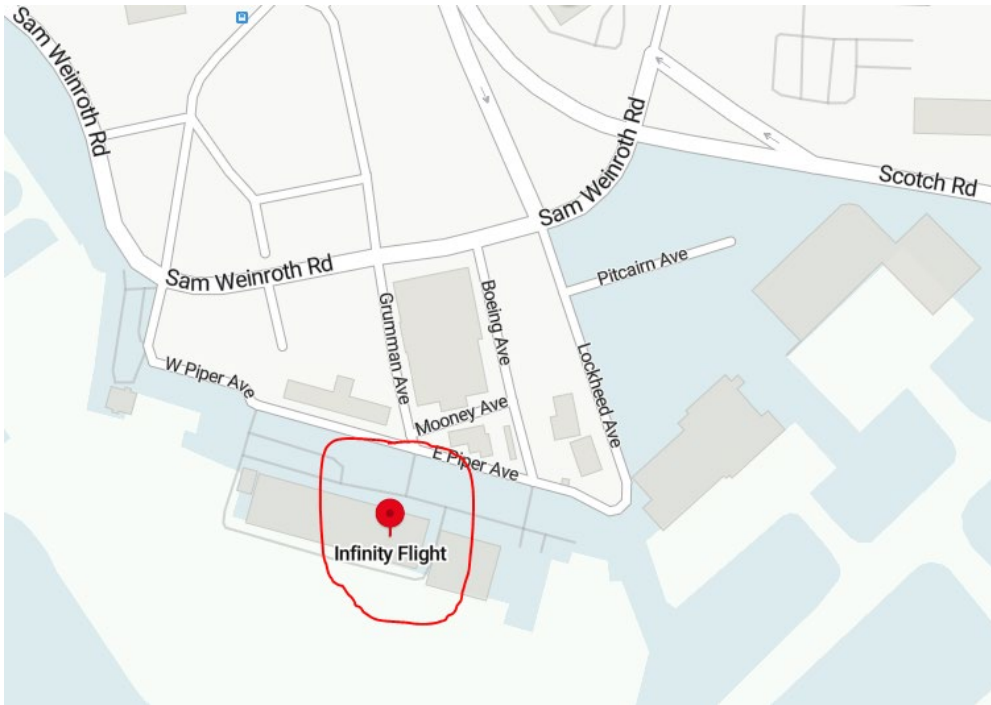
Lawrence Station Road to the south, private property/wooded/unpopulated land to the west and north, and private residences to the east:



)

Trenton-Mercer Airport
Infinity Flight Group / Mercer County Community College
Aviation program instructional area (off-campus/student instruction area)
10 West Piper Avenue, Ewing, NJ 08628

East/West Piper Avenue to the north, Trenton-Mercer Airport property (runways, aircraft parking and storage and commercial airport-related structures to the east, west and south:



*All local law enforcement agencies having jurisdiction for all Mercer County Community College properties were contacted and responded to requests for any crimes reported on the specific campus properties and adjacent public areas. These agencies include:

- West Windsor Township Police Department (for West Windsor Campus)
- Hamilton Township Police Department (for the far west portion of West Windsor Campus)
- Trenton Police Department (for James Kerney Campus)
- Mercer County Sheriff's Office (for the Infinity Flight School/Mercer Aviation campus at Mercer Airport)
- Lawrence Township Police Department (for Dempster Fire Academy)

Hate Crimes:

Colleges and universities must report by geographic location and by category of the offense or discrimination the following offenses and any crime involving bodily injury reported to local police agencies or to a campus security authority that manifests evidence that the victim was intentionally selected because of the perpetrator's bias: criminal homicide, sex offenses, robbery, burglary, motor vehicle theft, larceny-theft, aggravated assault, simple assault, intimidation, arson, and property damage, destruction, and vandalism. Included in the bodily injury category are all applicable crimes with the exception of aggravated assault which is a separate crime category. Categories of bias are: race, gender, gender identity, religion, national origin, sexual orientation, ethnicity, or disability.

New Jersey Sex Offender Internet Registry:

For information concerning sex offenders in the state of New Jersey, go to the New Jersey Sex Offender Internet Registry at: www.NJSP.org/sex-offender-registry/

Annual Clery Crime Statistics

West Windsor Campus

Total Crimes Reported for Offense Type: (includes attempts)	On Campus	Non-Campus Building or Property	Public Property	On Campus	Non-Campus Building or Property	Public Property	On Campus	Non-Campus Building or Property	Public Property
	<u>2022</u>	<u>2022</u>	<u>2022</u>	<u>2023</u>	<u>2023</u>	<u>2023</u>	<u>2024</u>	<u>2024</u>	<u>2024</u>
Murder/Non Negligent Manslaughter	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0
Sex Offenses:									
Rape	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	1	0	0
Robbery	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	1	0	0
Motor Vehicle Theft (does not include theft from vehicle)	2	0	0	2	0	0	0	0	0
VAWA Offenses:									
Domestic Violence	0	1	0	0	0	0	3	0	0
Dating Violence	0	0	0	1	0	0	0	0	0
Stalking	0	0	0	0	0	0	0	0	0
Arrests:									
Liquor Law Violations	0	0	0	0	0	0	0	0	0
Drug Abuse Violations	0	0	0	0	0	0	0	0	0

Illegal Weapons	0	0	0	0	0	0	0	0	0
Disciplinary Action Judicial Referrals for Violations of:									
Liquor Law	0	0	0	0	0	0	1	0	0
Drug Abuse	0	0	0	0	0	0	0	0	0
Illegal Weapons	0	0	0	0	0	0	0	0	0

Annual Clery Crime Hate Crimes Statistics West Windsor Campus

Hate Crimes: The following statistics are reported for crimes that have manifest evidence that the victim was intentionally selected because of the victim's actual or perceived Race, Religion, Sexual Orientation, Gender, Gender Identity, Disability, Ethnicity, and National Origin.

The specific crimes within this category include Murder/Non-negligent Manslaughter, Rape, Fondling, Incest, Statutory Rape, Robbery, Aggravated Assault, Burglary, Motor Vehicle Theft, Arson, Simple Assault, Larceny (theft), Intimidation and Property Damage (vandalism).

- In 2022 there were no reported crimes that were based on the reporting party's actual or perceived race, religion, sexual orientation, gender, gender identify, disability, ethnicity, or national origin.
- In 2023, there was one reported incident of Intimidation whereby the alleged offense was based on the reporting party's actual or perceived religion.
- In 2024 there one reported On-Campus Hate Crime which was Simple Assault/Intimidation were based on the reporting party's actual sexual orientation.

Annual Clery Crime Statistics

James Kerney Campus

Total Crimes Reported for Offense Type: (includes attempts)	On Campus	Non-Campus Building or Property	Public Property	On Campus	Non-Campus Building or Property	Public Property	On Campus	Non-Campus Building or Property	Public Property
	<u>2022</u>	<u>2022</u>	<u>2022</u>	<u>2023</u>	<u>2023</u>	<u>2023</u>	<u>2024</u>	<u>2024</u>	<u>2024</u>
Murder/Non Negligent Manslaughter	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0
Sex Offenses:									
Rape	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	4	0	0
Robbery	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft (does not include theft from vehicle)	0	0	0	0	0	0	0	0	0
VAWA Offenses:									
Domestic Violence	0	0	0	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0	0	0	0
Stalking	0	0	0	0	0	0	0	0	0
Arrest:									
Liquor Law Violations	0	0	0	0	0	0	0	0	0
Drug Abuse Violations	0	0	0	0	0	0	0	0	0

Illegal Weapons	0	0	0	0	0	0	0	0	0
Disciplinary Action Judicial Referrals for Violations of:									
Liquor Law	0	0	0	0	0	0	0	0	0
Drug Abuse	0	0	0	0	0	0	0	0	0
Illegal Weapons	0	0	0	0	0	0	0	0	0

Annual Clery Crime Hate Crimes Statistics James Kerney Campus

Hate Crimes: The following statistics are reported for crimes that manifest evidence that the victim was intentionally selected because of the victim's actual or perceived Race, Religion, Sexual Orientation, Gender, Gender Identity, Disability, Ethnicity, and National Origin.

The specific crimes within this category include Murder/Non-negligent Manslaughter, Rape, Fondling, Incest, Statutory Rape, Robbery, Aggravated Assault, Burglary, Motor Vehicle Theft, Arson, Simple Assault, Larceny (theft), Intimidation and Property Damage (vandalism).

At the James Kerney Campus for all three reporting years (2022, 2023 and 2024) there were no reported crimes that were based on the reporting party's actual or perceived race, religion, sexual orientation, gender, gender identify, disability, ethnicity, or national origin.

Sex / Gender Harassment, Discrimination and Misconduct

Members of the college community, guests and visitors have the right to be free from all forms of sex/gender harassment, discrimination, and misconduct. Examples of which can include acts of sexual violence, sexual harassment, domestic violence, dating violence, and stalking. All members of the college community are expected to conduct themselves in a manner that does not infringe upon the rights of others. The College believes in zero tolerance for sex/gender-based misconduct. Zero tolerance means that when an allegation of misconduct is brought to an appropriate administrator's attention, protective and other remedial measures will be used to reasonably ensure that such conduct ends, is not repeated, and the effects on the victim and community are remedied, including serious sanctions when a responding party is found to have violated this policy.

The College's sex/gender harassment, discrimination and misconduct policies are not meant to inhibit or prohibit educational content or discussions inside or outside of the classroom that include controversial or sensitive subject matters protected by academic freedom. Academic freedom extends to topics that are pedagogically appropriate and germane to the subject matter of courses or that touch on academic exploration of matters of public concern.

The College uses the preponderance of the evidence (also known as "more likely than not") as a standard for proof of whether a violation occurred. In college resolution proceedings, legal terms like "guilt," "innocence" and "burdens of proof" are not applicable, but the College never assumes a responding party is in violation of college policy. College resolution proceedings are conducted to consider the totality of all evidence available from all relevant sources.

The College's Title IX Coordinator oversees compliance with all aspects of the sex/gender harassment, discrimination, and misconduct policy. The coordinator reports to the College's Vice President of Human Resources. The college's Sexual Harassment Policy is accessible through the college website at <https://www.mccc.edu/omb/OMB965.pdf>. Questions about this policy should be directed to the Title IX Coordinator. Anyone experiencing sexual harassment in any college program is encouraged to report it immediately to the Title IX Coordinator. Remedies, education and/or training will be provided in response. Sexual harassment may be disciplined when it takes the form of quid pro quo harassment, retaliatory harassment and/or creates a hostile environment.

Mercer County Community College outlines the disciplinary process and the sanctions for students, faculty and staff with the Student Handbook. The detailed steps for responding to violations and potential disciplinary sanctions to be imposed can be found on the College's website at <https://www.mccc.edu/pdf/handbook.pdf>

New Jersey Campus Sexual Assault Victim's Bill of Rights:

Mercer County Community College recognizes that the impact of violence on victims and the surrounding community can be severe and long lasting. The College supports the New Jersey Statutes that articulate requirements for policies, procedures and services designated to ensure that the needs of victims are met and that all colleges and universities create and maintain communities that support dignity, equity and just principles.

The New Jersey Campus Sexual Assault Victim's Bill of Rights is available in its entirety as part of the College's Title IX Sex/Gender Harassment Discrimination and Misconduct Procedure and is posted on Mercer County Community College's website at <http://www.mccc.edu/pdf/title-ix.pdf>. Consistent with the language of the Bill of Rights, it is the victim's right to decide whether to pursue the matter with law enforcement authorities.

Prohibition Against Harassment and Prohibition Against Discrimination Policy:

As a community of educators and learners, Mercer County Community College is committed to fostering an environment dedicated to learning and mutual respect as reflected in the College's Student Handbook and college policies Prohibition Against Harassment and Prohibition Against Discrimination. All faculty, students and staff at the College have the right to expect an environment that allows them to enjoy the full benefits of their work or learning experience.

The College, therefore, does not condone violations of the College's policies, Prohibition Against Harassment and Prohibition Against Discrimination and treats all allegations about violations very seriously. As outlined in the policies, Mercer County Community College prohibits all forms of discrimination, harassment, sexual assault, sexual misconduct, sexual harassment, dating violence, domestic violence and stalking.

The College's policies pertinent to the Prohibition Against Harassment and Prohibition Against Discrimination govern the treatment of harassment and discrimination cases at Mercer County Community College including sexual harassment, sexual misconduct, sexual assault, domestic violence, dating violence and stalking. The policies apply to all students and employees, and to third-parties on college premises or at college-sponsored activities.

Reporting and Responding to Sexual Assaults:

Please refer to the College's Title IX Sex/Gender Harassment Discrimination and Misconduct Procedure posted on Mercer County College's website at <http://www.mccc.edu/pdf/title-ix.pdf> for information regarding reporting complaints of harassment, discrimination, sexual harassment, sexual misconduct, sexual assault, domestic violence, dating violence and stalking. Contact information is provided for reporting complaints along with detailed information regarding responsible employees, requesting confidentiality from the college, on- and off-campus resources and assistance, protective measures and accommodations, and informal and formal procedures the College follows for responding to and resolving student and employee complaints of policy violations.

Also, included in the Policy is more detailed information regarding the College's efforts directed toward prevention and awareness programs for new and continuing students and employees regarding sexual assault, domestic violence, dating violence and stalking.

What to Do If Someone You Know Has Been Sexually Assaulted:

Sexual assault in any form is a crime and a violation of the College's Prohibition Against Harassment Policy and Prohibition Against Discrimination Policy, which is included in its entirety at the back of this booklet. Victims of sexual assault are encouraged to talk to someone about what happened so that they can get the help and support they need and the College can respond appropriately.

IMMEDIATELY Following a Sexual Assault:

1. Get to a safe place.
2. Call someone you trust. Call a friend, a family member or someone you trust and ask them to stay with you. No matter the day or hour, you should not be alone.
3. Get immediate medical attention for possible injuries, sexually transmitted diseases, and pregnancy. Even if you think that you do not have any physical injuries, you should still have a medical examination and discuss the possibility of sexually transmitted infections with a medical provider. You can prevent pregnancy by taking emergency contraceptive pills within 72 hours of the assault.
4. Contact the Office of College Safety and Security (609-570-3503) if you would like to be transported to a hospital for examination.
5. Consider reporting the assault to the Office of College Safety and Security, the college's Title IX Officer, and/or the local law enforcement authorities.
6. Do not wash or clean up. It may be difficult to keep from cleaning yourself up, but if you do, you may destroy physical evidence that could be useful should you decide to report the assault to the police.
7. Preserve all physical evidence. Do not bathe, shower, douche, eat, drink, smoke, or urinate, if possible. Save all the clothing you were wearing at the time of the assault. Place each item of clothing in a separate paper bag. Do not use plastic bags. Do not disturb anything in the area where the assault occurred. Evidence can be collected at an emergency room, and you can decide later whether you want to report the incident to the police. If the crime happened in your room or apartment, do not clean or straighten up until all evidence has been collected. Even if you are not sure about reporting the assault, it makes sense to preserve the option of reporting until you make a final decision.

Write down as much as you can remember about the circumstances of the assault, including a description of the assailant, his or her identity if you know it, and the use of threats or force.

Additional Options in Reporting a Sexual Assault:

Reporting a sexual assault may be the first and most important step in the recovery process and may help to prevent another assault. Reporting an incident to a college official does not mean you must also report the incident to law enforcement authorities. As per the New Jersey Campus Sexual Assault Victim's Bill of Rights, it is the victim's choice whether or not to report the matter to law enforcement authorities. The college provides information regarding additional individuals and/or community resources that individuals may consider in cases where there is an alleged sexual assault. This information can be obtained from the following web link: <https://www.mccc.edu/pdf/title-ix.pdf>

Disclosures to Victims of Sexual Assault or Other Violence:

Mercer County Community College will disclose to the victim(s) and alleged perpetrator of sexual assault, dating violence, domestic violence, stalking and other violent crimes the results of any disciplinary hearing conducted by the College, as per either the Student Code of Conduct or the college policies of Prohibition Against Harassment and Prohibition Against Discrimination. If the victim is deceased as a result of the crime or offense, the College will provide the results of the disciplinary hearing to the victim's authorized representative and/or next of kin, if so requested.

Student Based Prevention and Educational Resources:

Students at Mercer County Community College are introduced to Title IX through the Student Handbook, the College website, during New Student Orientation, and through other online training programs offered at the college. Students can access the student handbook <http://www.mccc.edu/pdf/handbook.pdf> and access a Title IX complaint form at <http://www.mccc.edu/pdf/Title-IX-Complaint-Form.pdf>

Confidentiality, Privacy and Reporting of Offenses:

All students, faculty, and staff are expected to immediately report actual or suspected discrimination or harassment to appropriate officials, though there are some limited exceptions. In order to make informed choices, it is important to be aware of confidentiality and mandatory reporting requirements when consulting campus resources.

On campus, some resources may maintain confidentiality – meaning they are not required to report actual or suspected discrimination or harassment to appropriate college officials – thereby offering options and advice without any obligation to inform an outside agency or individual unless a victim has requested information to be shared. Other resources exist for a victim to report crimes and policy violations and these resources will take action when an incident is reported to them. The following describes the two reporting options at the college:

■ **Confidential Reporting**

If a reporting party would like the details of an incident to be kept confidential, the reporting party may speak with:

ON-CAMPUS

- Licensed professional counselors and staff
- Members of the clergy/chaplains working within the scope of their licensure or ordination
- Employee assistance program counselors

OFF-CAMPUS:

- Licensed professional counselors
- Local rape crisis counselors
- Domestic violence resources
- Local or state assistance agencies
- Clergy/Chaplains

All of the above employees will maintain confidentiality except in extreme cases of immediate threat or danger, or abuse of a minor. Campus counselors and/or the Employee Assistance Program are available to help free of charge and can be seen on an emergency basis during normal business hours.

■ **Formal Reporting Options**

All college employees have a duty to report, unless they fall under the “Confidential Reporting” section above. Reporting parties may want to consider carefully whether they share personally identifiable details with non-confidential employees, as those details must be shared by the employee with the Title IX Coordinator and/or Deputy Coordinators. Employees must share all details with the exception of the victim’s identity. Generally, climate surveys, classroom writing assignments, human subject research, or events such as Take Back the Night marches or speak-outs do not provide notice that must be reported to the coordinator by employees. Remedial actions may result without formal college action.

If a victim does not wish for their name to be shared, does not wish for an investigation to take place, or does not want a formal resolution to be pursued, the victim may make such a request to the Title IX Coordinator or Deputy Coordinators, who will evaluate that request in light of the duty to ensure the safety of the campus and comply with federal law.

In cases indicating pattern, predation, threat, weapons and/or violence, the College will likely be unable to honor a request for confidentiality. In cases where the victim requests confidentiality and the circumstances allow the College to honor that request, the College will offer interim support and remedies to the victim and the community but will not otherwise pursue formal action. A reporting party has the right, and can expect, to have reports taken seriously by the College when formally reported, and to have those incidents investigated and properly resolved through these procedures.

Formal reporting still affords privacy to the reporting and responding parties, and only a small group of officials who need to know will be told, including but not limited to the College President, VP of Academic Affairs, Vice President of Student Affairs and the Office of College Safety. Information will be shared as necessary with investigators, witnesses, and the responding party. The circle of people with this knowledge will be kept as tight as possible to preserve a reporting and responding party's rights and privacy.

Federal Timely Warning Reporting Obligations

Victims of sexual misconduct should also be aware that college administrators must issue immediate timely warnings for incidents reported to them that are confirmed to pose a substantial threat of bodily harm or danger to members of the campus community. The College will ensure that a victim's name and other identifying information is not disclosed, while still providing enough information for community members to make safety decisions in light of the danger.

APPENDIX A: Annual Clery Crime Statistics for Rider University

Rider University reports the following incidents and crimes as having been reported or occurred on their campuses. This information is included in Mercer County Community College's "Annual Campus Safety and Security Report for the years 2021, 2022 and 2023" in fulfillment of our reporting requirements as some students have elected to reside in Rider's dormitories and residency facilities located at 2083 Lawrenceville Road, Lawrenceville, New Jersey 09648. These statistics reflect the Lawrenceville campus of Rider University only as that is the only residential campus that students from Mercer County Community College are housed.

With the advent of the COVID pandemic, Mercer County Community College was forced to cancel these arrangements as of July 2020 and no Mercer County Community College Students were housed on any Rider University campuses until early 2022. MCCC students have been housed on Rider University campus since July 2022, including the 2023 calendar year. The current (2023) and two prior year's data is included in this report.

The contact information for Rider University is 609.896.5000 (main number) or Rider University's Department of Public Safety at 609.896.5029 for answers to questions and concerns or for additional detail.

Criminal Offenses – Rider University Lawrenceville Campus

Rider University Lawrenceville Campus Criminal Offenses 2020-2022	Criminal Homicide						Sex Offenses					
	Murder and Non-Negligent Manslaughter			Manslaughter by Negligence			Rape			Statutory Rape		
	2022	2023	2024	2022	2023	2024	2022	2023	2024	2022	2023	2024
On-Campus	0	0	0	0	0	0	5**	2	0	0	0	0
Residential Facility	0	0	0	0	0	0	4**	2	2	0	0	0
Non-Campus Building or Property	0	0	0	0	0	0	0	0	0	0	0	0
Public Property	0	0	0	0	0	0	0	0	0	0	0	0
Unfounded	0	0	0	0	0	0	0	0	0	0	0	0

****Three Rapes occurred in 2021, but weren't reported until 2022.**

***PLEASE NOTE FOR THE RIDER UNIVERSITY LAWRENCEVILLE CAMPUS**

(applies to both Rider campuses but Mercer students only reside at the Lawrenceville campus):

The “Residential Facility” category is a subset of the “On Campus” category. It is the portion of the “On Campus” total that as reported to have occurred in the residence hall and Greek (fraternity) houses.

Not all individuals involved in reported incidents are ultimately found responsible for criminal offenses or Rider University violations.

Criminal offenses include those reported and not reported to the police

The “Unfounded” category is those reported crimes that are investigated and found by sworn or commissioned law enforcement personnel to be false or baseless.

Rider University Lawrenceville Campus Criminal Offenses 2022-2024	Sex Offenses											
	Fondling			Incest			Dating Violence			Domestic Violence		
	2022	2023	2024	2022	2023	2024	2022	2023	2024	2022	2023	2024
On-Campus	1	1	0	0	0	0	0	0	0	4	4	4
Residential Facility	0	0	0	0	0	0	0	0	0	2	3	3
Non-Campus Building or Property	1	0	0	0	0	0	0	0	0	0	0	0
Public Property	0	0	0	0	0	0	0	0	0	0	0	0
Unfounded	0	0	0	0	0	0	0	0	0	0	0	0

Rider University Lawrenceville Campus Criminal Offenses 2022-2024												
	Stalking			Robbery			Aggravated Assault			Burglary		
	2022	2023	2024	2022	2023	2024	2022	2023	2024	2022	2023	2024
On-Campus	2*	2	0	0	0	0	0	3	0	2	1	2
Residential Facility	1	0	0	0	0	0	0	0	0	2	1	0
Non-Campus Building or Property	0	0	0	0	0	0	0	0	0	1	0	2
Public Property	0	0	0	0	0	0	0	0	0	0	0	0
Unfounded	0	0	0	0	0	0	0	0	0	0	0	0

Rider University Lawrenceville Campus Criminal Offenses 2022-2024						
	Motor Vehicle Theft			Arson		
	2022	2023	2024	2022	2023	2024
On-Campus	0	0	0	0	2	1
Residential Facility	0	0	0	0	2	0
Non-Campus Building or Property	1	0	0	0	0	0
Public Property	0	0	0	0	0	0
Unfounded	0	0	0	0	0	0

SUPPLEMENTAL INFORMATION:

- For 2023, there were 214 total referrals for Liquor Law violations, 12 of them occurring in residence halls.
- For 2023, there were no drug referrals or any arrests for Liquor Law Violations or drugs.

- For 2024, there were 59 total referrals for Liquor Law violations, 52 in residence halls.
- For 2024, there were no drug referrals, (1) arrest for drugs and no arrests for Liquor Law Violations

APPENDIX B:

Annual Clery Crime Hate Crimes Statistics for Rider University

There were no reported hate crimes in 2022.

In 2023, four (one in residence hall), on-campus, destruction/damage/vandalism of property characterized by racial, ethnic, or gender bias that occurred on the Lawrenceville campus.

APPENDIX A:

Annual Clery Crime Statistics for The College of New Jersey

Crime Statistics:

	<i>Calendar Year</i>	<i>On Campus*</i>	<i>Residential Facilities</i>	<i>Non-Campus Bldg./Property</i>	<i>Public Property**</i>	<i>Unfounded</i>
Murder/Non-Negligent Manslaughter	2024	0	0	0	0	0
	2023	0	0	0	0	0
	2022	0	0	0	0	0
Manslaughter by Negligence	2024	0	0	0	0	0
	2023	0	0	0	0	0
	2022	0	0	0	0	0
Robbery	2024	1	0	0	0	0
	2023	0	0	0	0	0
	2022	0	0	0	0	0
Aggravated Assault	2024	3	0	0	0	0
	2023	0	0	0	0	0
	2022	0	0	0	0	0
Burglary	2024	1	2	0	0	0
	2023	3	2	0	0	0
	2022	0	0	0	0	0
Arson	2024	0	0	0	0	0
	2023	0	0	0	0	0
	2022	0	0	0	0	0
Motor Vehicle Theft	2024	1	0	0	0	0
	2023	2	0	0	0	0
	2022	0	0	0	0	0

* Includes all on-campus incidents, including those listed under Residential Facilities.

** Includes incidents that took place off campus on public property immediately adjacent to and accessible from the campus.

SUMMARY OF UNFOUNDED CRIMES*	
Calendar Year	# of Unfounded Crimes
2024	0
2023	0
2022	0

* Reported crimes found through investigation to be false or baseless.

Crime Statistics cont.

	<i>Calendar Year</i>	<i>On Campus*</i>	<i>Residential Facilities</i>	<i>Non-Campus Bldg./Property</i>	<i>Public Property**</i>	<i>Unfounded</i>
<i>ARRESTS FOR VIOLATIONS OF:</i>						
Liquor Law	2024	0	0	0	0	0
	2023	1	1	0	0	0
	2022	0	0	0	0	0
Drug Law	2024	0	0	0	0	0
	2023	0	0	0	0	0
	2022	1	0	0	1	0
Illegal Weapons	2024	3	0	0	0	0
	2023	0	0	0	0	0
	2022	0	0	0	0	0
<i>DISCIPLINARY ACTIONS/CONDUCT REFERRALS FOR VIOLATIONS OF:</i>						
Alcohol Referral	2024	95	95	0	0	0
	2023	107	107	0	0	0
	2022	157	155	6	1	0
Drug Referral	2024	34	30	0	0	0
	2023	19	19	0	0	0
	2022	15	13	0	0	0
Weapons Referral	2024	2	1	0	0	0
	2023	5	5	0	0	0
	2022	2	2	0	0	0

* Includes all on-campus incidents, including those listed under Residential Facilities.

** Includes incidents that took place off campus on public property immediately adjacent to and accessible from the campus.

*** 2023 and 2024 statistics do not include amnesty.

Sexual Offenses:

	<i>Calendar Year</i>	<i>On Campus*</i>	<i>Residential Facilities</i>	<i>Non-Campus Bldg./Property</i>	<i>Public Property**</i>	<i>Unfounded</i>
Rape	2024	5	5	0	0	0
	2023	4	4	0	0	0
	2022	5	5	0	0	0
Statutory Rape	2024	0	0	0	0	0
	2023	0	0	0	0	0
	2022	0	0	0	0	0
Fondling	2024	3	2	0	0	0
	2023	1	1	0	0	0
	2022	4	4	0	0	0
Incest	2024	0	0	0	0	0
	2023	0	0	0	0	0
	2022	0	0	0	0	0

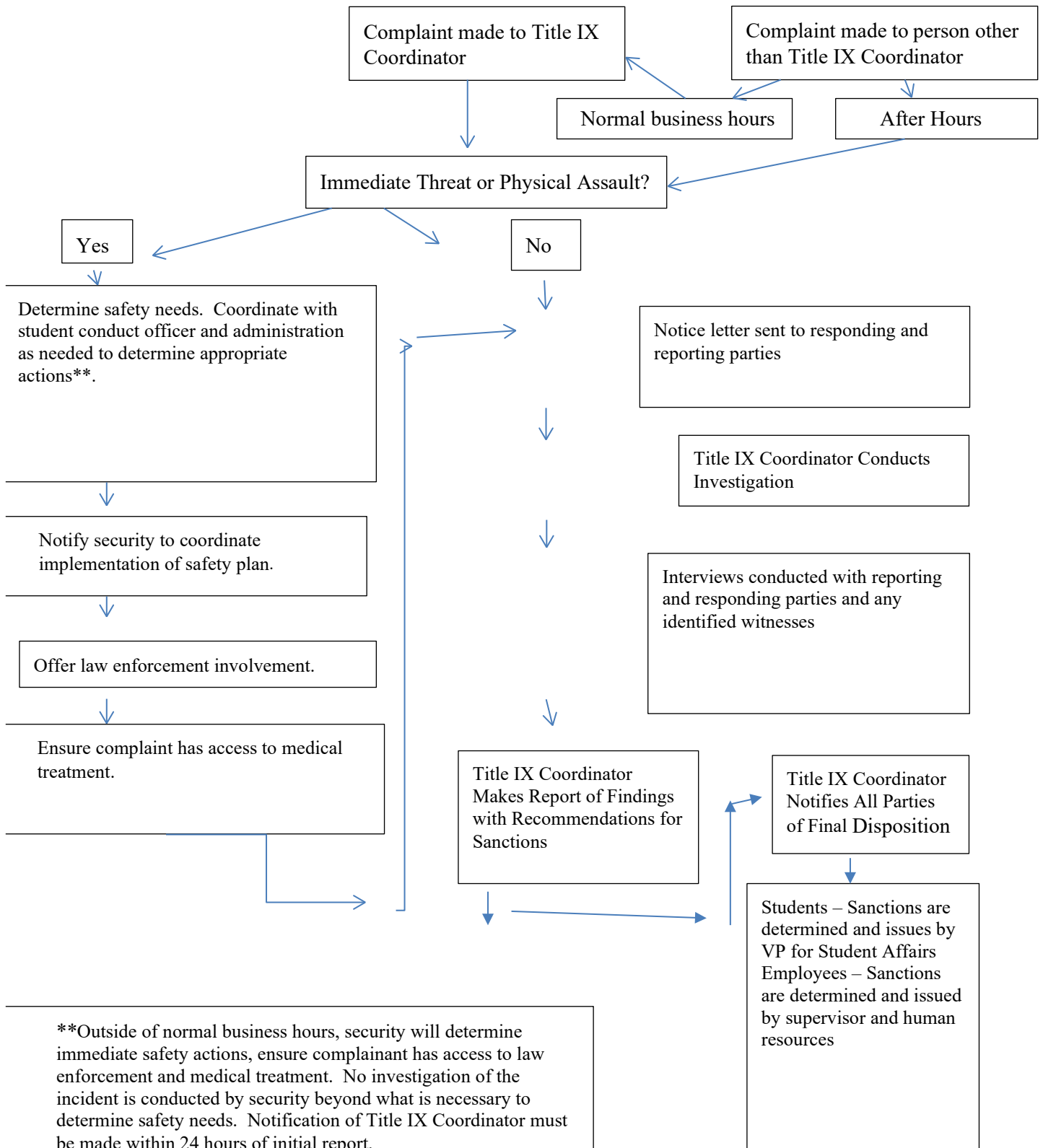
VAWA Offenses

	<i>Calendar Year</i>	<i>On Campus*</i>	<i>Residential Facilities</i>	<i>Non-Campus Bldg./Property</i>	<i>Public Property**</i>	<i>Unfounded</i>
Domestic Violence	2024	5	5	0	0	0
	2023	0	0	0	0	0
	2022	1	0	0	0	0
Dating Violence	2024	4	2	0	0	0
	2023	2	2	0	1	0
	2022	6	4	0	0	0
Stalking	2024	7	1	0	0	0
	2023	4	0	0	0	0
	2022	10	3	0	0	0

* Includes all on-campus incidents, including those listed under Residential Facilities.

** Includes incidents that took place off campus on public property immediately adjacent to and accessible from the campus.

APPENDIX C: COMPLAINT FLOWCHART:



ANTI-HAZING POLICY			
Policy #	Applicability	Responsible Executive(s)	Applicable Laws/Statutes
513	College-Wide	Vice President, Student Affairs Vice President, Human Resources Provost/Vice President, Academic Affairs Vice President, Finance & Auxiliary Services	New Jersey State Law (N.J.S.A. 18A:3-24 to 27.4)

POLICY

The purpose of this policy is to maintain a safe and respectful campus environment that promotes student well-being, dignity, and academic success, and to ensure compliance with all legal requirements. Hazing activities of any type are inconsistent with the educational goals of Mercer County Community College (MCCC) and are prohibited at all times.

The Board of Trustees authorizes the College President to establish and implement the procedures for Mercer County Community College to enforce this policy.

COMPLIANCE INFORMATION

In accordance with New Jersey State Law (N.J.S.A. 18A:3-24 to 27.4), hazing is defined as: "Conduct, other than competitive athletic events, that places or may place another person in danger of bodily injury or that demonstrates reckless indifference to the health or safety of another person, for the purpose of initiation, admission into, affiliation with, or as a condition for continued membership in a student organization or group."

This policy applies to all organizations, including clubs and athletic teams recognized by the College, and to all students, employees, volunteers or any person associated with the institution.

"Organization" is defined as any organization, team, club, society or group operating under the sanction of, or recognized as an organization by, the College.

This policy applies:

- On and off campus.
- During operating hours or outside of the hours of college operation.
- To actions by individuals or groups affiliated with the institution.
- During both formal and informal events, including virtual activities.

Consent is not a defense for hazing.

No student, College employee, or volunteer shall engage in, condone or ignore any form of hazing. All members of the campus community shall be alert to incidents of hazing and shall report such conduct promptly when observed. In addition to posting this policy on the MCCC website, the College shall annually inform students, organizations, college employees, and volunteers that hazing is prohibited by means of distribution of written policy and publication in handbooks

MCCC shall maintain a report of all violations of the anti-hazing policy or of federal or state laws related to hazing that are reported to the College. This report shall be updated biannually and posted on the College website.

APPROVALS

Board of Trustees – September 24, 2025

REVISION DATE(S)

RELATED POLICIES, PROCEDURES, GUIDELINES, OR RESOURCES

- Procedure 513 - Anti-Hazing Procedure
- New Jersey State Law (N.J.S.A. 18A:3-24 to 27.4)

ANTI-HAZING PROCEDURE			
Procedure #	Applicability	Responsible Executive(s)	Applicable Laws/Statutes
513	College-Wide	Vice President, Student Affairs Vice President, Human Resources Provost/Vice President, Academic Affairs Vice President, Finance & Auxiliary Services	New Jersey State Law (N.J.S.A. 18A:3-24 to 27.4) Student Grievance Form Behavior and Student Conduct Form Student Handbook

PROCEDURE

This procedure is intended to ensure the maintenance of a safe and respectful campus environment that promotes student well-being, dignity, and academic success at Mercer County Community College (MCCC) and to ensure compliance with all legal requirements.

When a student believes that they have been subject to hazing, the student shall promptly report the incident using the [Student Grievance Form](#) available on the College website. Students may also report to any College official, who can then submit the report through the employee-facing [Behavior and Student Conduct Form](#) located on the college portal.

Examples of hazing include but are not limited to:

- Coercion to violate state or federal criminal law.
- Physical brutality (e.g., beating, branding, exposure to the elements).
- Forced consumption of alcohol, drugs, or any other substances.
- Any brutality of a sexual nature.
- Activities that cause mental or emotional distress (e.g., sleep deprivation, humiliation, intimidation).
- Forced participation in illegal or morally questionable acts.
- Any action that threatens personal safety or academic performance.

The members of the college Behavioral Intervention Team shall conduct a timely, impartial, thorough, and comprehensive investigation of the alleged hazing.

If the investigation results in a substantiated finding of hazing against a student, the college shall recommend appropriate disciplinary action up to and including student expulsion, as circumstances warrant, in accordance with the Code of Student Conduct found in the [Student Handbook](#). Additionally, the student may be subject to disciplinary action up to and including removal from the organization or activity.

If the investigation results in a substantiated finding that a College employee or volunteer affiliated with the student activity or organization engaged in, condoned, or ignored any violation of this policy, they shall be disciplined in accordance with MCC policy and applicable laws and regulations. Disciplinary action may be taken up to and including dismissal from college employment.

If a student activity or organization authorizes hazing in disregard of the Anti-Hazing Policy or other applicable College rules, penalties may also include rescission of permission for that organization to operate on MCCC property or to otherwise operate under the sanction or recognition of the College.

Any person who causes or participates in hazing is subject to criminal prosecution.

APPROVALS

September 24, 2025

REVISION DATE(S)

RELATED POLICIES, GUIDELINES, OR RESOURCES

- Policy 513 - Anti-Hazing Policy
- New Jersey State Law (N.J.S.A. 18A:3-24 to 27.4)
- [Student Grievance Form](#)
- [Behavior and Student Conduct Form](#)
- [Student Handbook](#)