

# MAKE A REPORT

Montgomery County Community College strongly encourages the reporting of any incident of **sexual assault, dating violence, domestic violence, and stalking**. All reported instances of sexual assault, dating violence, domestic violence, and stalking will be investigated, with appropriate disciplinary and/or legal action taken with the consent of the complainant.

In the event of a life-threatening or extreme emergency, call 911 and call the Department of Public Safety at 215-641-6666 for the Blue Bell Campus, 610-718-1913 for the Pottstown Campus and 267-646-5963 for the Culinary Arts Institute.

The College recognizes the importance of responding to victims of sexual assault, **dating violence, domestic violence, and stalking**, by providing access to services and resources in the areas of advocacy, conduct concerns, and counseling or emotional support. Care for and consideration of the complainant's wishes and needs will be used to guide our response throughout the process. These procedures apply regardless of the sexual orientation of individuals engaging in non-consensual sexual activity or subjected to sexual assault, violence and/or stalking.

The Pennsylvania statutes regarding rape and other forms of sexual assault can be found at:  
<http://www.legis.state.pa.us/WU01/LI/LI/CT/HTM/18/00.031..HTM>

## CONFIDENTIAL COMMUNICATIONS

All requests for confidentiality will be referred to counselors at Victim Services (610-277-5200 or 1-888-521-0983) to whom the privilege of confidentiality attaches.

## OFF CAMPUS RESOURCES & CONTACT INFORMATION:

### Victim Services Center:

610-277-5200 or 1-888-521-0983

### Whitpain Township Police Department:

610-279-9033

### Pottstown Borough Police Department:

610-970-6572

### Towamencin Township Police Department:

215-368-7600

### Mercy Suburban Hospital Emergency Department:

610-278-2185

### Pottstown Memorial Medical Center:

610-327-7000

### Women's Center of Montgomery County:

1-800-773-2424

### Lansdale Hospital:

215-368-2100

## CAMPUS ESCORT SERVICE

The Department of Public Safety provides vehicle or walking escorts to campus community members.

For escort services, please call

215-641-6666 at Central Campus (Blue Bell)

610-718-1913 at West Campus (Pottstown)

267-646-5973 at The Culinary Arts Institute (Lansdale)

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# REPORTING SEXUAL MISCONDUCT

## REPORTING SEXUAL VIOLENCE

*(dating violence, domestic violence, sexual assault and stalking)*

The decision to report the crime is the decision of the complainant. The complainant has the right to choose to pursue criminal prosecution, college judicial action or both, or may decide to take no action. However, any observed non-consensual sexual activity must be reported by the observer of such activity, to Public Safety and the Title IX Coordinator.

Complainants who make good faith complaints are protected from retaliation pursuant to this procedure, the College's policy against sexual harassment, and the College's Whistleblower Policy. Any retaliation against an individual who has complained about sexual assault or sexual violence, or retaliation against individuals for cooperating with an investigation of a complaint of sexual assault or sexual violence, is a violation of this policy.

### INTERVENTION/IMMEDIATE RESPONSE: IF A COMPLAINANT COMES TO YOU...

- + Make sure the complainant is no longer in danger and is in a safe place.
- + Inform the complainant of his or her right to contact law enforcement and/or public safety officials.
- + Recommend immediate medical attention if the assault occurred within the last 72 hours. If the complainant has been raped, the complainant should have a complete medical exam to help identify physical injury and disease. The complainant should be advised not to bathe or douche as this will destroy evidence that may support a legal case against an assailant. This should be done whether or not the complainant has decided to report the incident to law enforcement so that the complainant preserves evidence while giving consideration to options. In cases requiring emergency care, contact local emergency services by calling 911.
- + If the assault occurred more than 72 hours before the report, all of the above procedures may still apply, except for the collection of evidence. Medical attention is still needed to check for injuries, sexually transmitted infections and pregnancy. Medical attention does not need to occur at a hospital. The complainant may seek care at a location of his/her choice.

## COMPLAINT PROCEDURE

A complainant is encouraged to contact any trusted person. Any representative of the College or designated responsible employee (President, Vice Presidents, Deans, Directors, Coaches, Counselors, Advisors and all members of Human Resources, Public Safety and Student Affairs) who is contacted about sexual assault may, with the victim's permission, contact the following departments:

**Whitpain Township Police Department: 610-279-9033**

**Pottstown Borough Police Department: 610-970-6572**

**Central Campus Department of Public Safety: 215-641-6666**

**West Campus Department of Public Safety: 610-718-1913**

**Towamencin Police Department: 215-368-7600**

## TITLE IX

Any representative of the College or designated responsible employee (President, Vice Presidents, Deans, Directors, Coaches, Counselors, Advisors and all members of Human Resources, Public Safety and Student Affairs) who is contacted about sexual assault, dating violence, domestic violence, or stalking, must also contact the Title IX Coordinator for the College. All complaints of sexual violence or assault, even if made anonymously or confidentially, must be brought to the immediate attention of the Title IX Coordinator for the College.

**The Title IX Coordinator for the College is the Director of Equity and Diversity Initiatives. Phone: 215-619-7383**

**Email: [TitleIXCoordinator@mc3.edu](mailto:TitleIXCoordinator@mc3.edu)**

## PROCEDURES FOR ON-CAMPUS DISCIPLINARY ACTION

Montgomery County Community College's procedures for disciplinary action are set forth in full in the College's Sexual Misconduct Policy which is available through the College's website at <http://www.mc3.edu/about-us/policies/8147>.

## POSSIBLE SANCTIONS

The College does not tolerate sexual misconduct in any form. Where there is reason to believe that the College's regulations prohibiting sexual assault have been violated, the College will pursue disciplinary action. Should a student be found in violation of the College's policies, sanctions will be imposed, including, but not limited to, suspension or expulsion from the College. Employees are also susceptible to all possible sanctions, up to and including termination of employment.

## RIGHTS OF COMPLAINANTS AND RESPONDENTS

- + A complainant shall be informed of options to notify law enforcement.
- + Complainants and respondents will be treated with dignity and respect and in a non-judgmental manner. Reports will be addressed as promptly and completely as feasible.
- + Complainants who report a sexual assault will, to the extent possible, not be charged with alcohol or drug use even if alcohol or drugs were involved.
- + Campus and community counseling services available to students will be identified.
- + Complainants and respondents will be afforded the opportunity to request immediate transfer of classes, or other steps to prevent unnecessary or unwanted contact or proximity to an alleged assailant when reasonably available.
- + Complainants and respondents are entitled to know all evidence and testimony being utilized in decision making.
- + Complainants and respondents will be notified simultaneously, and in writing, of the outcome of Title IX proceedings. Both the complainant and respondent will be informed of their respective rights to appeal the decision. The imposition of sanctions will normally be deferred during the pendency of appellate proceedings, at the discretion of the Title IX Coordinator.

## EDUCATION PROGRAM

The College provides crime prevention information for all College community members, including information concerning the prevention of sexual assault. Time is devoted to educating the Montgomery County Community College community on specific ways to remain safe both on and off campus throughout the year, in September, October, February and April.

The College has a web page on sexual misconduct containing all relevant information on upcoming training, current policies, and relevant phone numbers. Visit [mc3.edu/safecampus](http://mc3.edu/safecampus) for more information.