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2025 **ANNUAL SECURITY REPORT**

Containing information
for the 2025-26 academic
year and crime statistics for
calendar years 2022-24.

- Main/DeVos Campus
- Leslie E. Tassell MTEC Campus
- GRCC Lakeshore Campus

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INTRODUCTION

Grand Rapids Community College (GRCC), the oldest community college in Michigan, established in 1914, has experienced very few serious crimes, and we strive to provide a safe environment for all. GRCC wants all students and employees to take an active role in safety and security. An important part of that process is educating the community about potential hazards and available resources to use when needed.

In 1990, Congress enacted the Crime Awareness and Campus Security Act, which amended the Higher Education Act of 1965. This act requires all post-secondary institutions participating in Title IV student financial aid programs to disclose campus crime statistics and security information. The 1998 amendments were renamed the *Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act)* in memory of a student who was slain in her dorm room in 1986. In March 2013, President Obama signed the Violence Against Women Reauthorization Act (VAWA). VAWA amended the Clery Act to require institutions to compile statistics for incidents of dating violence, domestic violence, sexual assault and stalking; and to include certain policies, procedures and programs pertaining to these incident categories in this report. In December 2024, President Biden signed the Stop Campus Hazing Act (SCHA) into law, which amended the Clery Act and renamed it the “Jeanne Clery Campus Safety Act”.

While it is impossible to totally isolate ourselves from crime or other threats to our safety, we can take steps to protect ourselves and respond appropriately when faced with danger. We urge those on our campuses to be aware of their environment and to continually strive to maintain the highest level of safety within our community.

This 2025 Annual Security Report, created by the GRCC Police Department, is provided in compliance with the Jeanne Clery Campus Safety Act. The statements contained in this document are derived from the GRCC Clery Act Compliance Policy as well as other campus policies. Once the crime statistics are compiled and the report is complete, the Annual Security Report is placed on our website at grcc.edu/GRCCPolice. Printed copies can be obtained by contacting GRCC Police dispatch at (616) 234-4010 or stopping into our office, located at 25 Lyon St. NE, Grand Rapids. Each year, an email notification is made to all enrolled students, faculty and staff about the availability of the report. Potential students and employees are also notified of the availability of this report via the application process.

This report covers crime statistics and policies for all the Grand Rapids Community College campuses including those in Kent County (Main/DeVos Campus, also known as downtown campus, Leslie E. Tassell MTEC Campus) as well as the GRCC Lakeshore Campus in Ottawa County. It should be noted GRCC does not have residential facilities at any campus location.

All policy statements contained in this report apply to all campuses unless otherwise indicated.

GRCC POLICE DEPARTMENT

The GRCC Police Department is a team of professionals with the primary responsibility for safety and security on our campus. All police officers are commissioned under state law through the Michigan Commission on Law Enforcement Standards and have full law enforcement authority and responsibility, in addition to enforcing GRCC policies. GRCC police officers are armed and have the authority to arrest and cite individuals who commit crimes on GRCC property.

GRCC Police Department is accredited by the Michigan Law Enforcement Accreditation Commission (MLEAC), a voluntary statewide organization that establishes best practices for Michigan public safety agencies. The accreditation consists of a comprehensive evaluation process that certifies the GRCC Police Department meets the highest standards of professionalism, efficiency and accountability in law enforcement. Being an accredited police department reflects GRCC's unwavering commitment to continuous improvement, ensuring the highest level of safety and service for the campus community.

GRCC Police is service oriented and tailored to meet the needs of a large urban-centered institution. GRCC police officers investigate all criminal incidents occurring on campus and are responsible for enforcing federal, state and local laws, as well as college policies. They patrol the streets around the campus as they

travel between campus buildings, but their jurisdiction to exercise police authority is limited to property that GRCC owns or leases, as well as public property immediately adjacent to GRCC. They also monitor reports from neighboring jurisdictions and will collaborate with local law enforcement to investigate off campus incidents that may pose a threat to our campus community. As a general rule, GRCC Police Department Officers do not patrol the GRCC Lakeshore Campus; see “Reporting Procedures” for more detail. GRCC Police Department does provide Clery communications for the GRCC Lakeshore Campus.

GRCC contracts with DK Security to patrol and monitor GRCC Lakeshore Campus. DK Security does not have arrest authority and is not armed. They act as an extra set of eyes and monitor GRCC property. They also report any crimes to the Ottawa County Sheriff’s Office and the GRCC Police Department.

GRCC POLICE DEPARTMENT HOURS OF OPERATION

The GRCC Police Department is located at 25 Lyon St. NE, at the corner of Lyon Street and Bostwick Avenue, in the heart of the Main Campus. The GRCC Police Department is NOT open 24 hours. When the campuses are closed and GRCC Police are not on duty, local police agencies with jurisdictions over the locations are responsible for patrolling and responding to emergencies. The normal hours of operation for the GRCC Police Department are:

- Monday-Thursday: 6 a.m.-11:30 p.m.
- Friday: 6 a.m.-10 p.m.
- Saturday: 7 a.m.-5 p.m.
- Sunday: Closed

Summer and holiday hours vary, so please contact the GRCC Police Department at (616) 234-4010 to inquire. Many visitors and first-time students are unaware of the services GRCC Police provide. The following is a list of some of the services they provide:

- Emergency assistance in the case of injury or severe illness
- Protection of persons and property—officers on foot patrol, police bicycles and the use of fully marked police cars allow flexibility and mobility in patrolling the campus
- Motorist assists—open locked vehicles, jump start dead batteries
- Crime prevention and reporting
- Parking and traffic enforcement
- Safe-Walk escort service to your car, or from building to building
- Maintain the college’s lost and found service
- Prepare Clery Communications
- Enforce state and federal law, local ordinances and GRCC policies
- SafeMeds disposal drop box

GRCC POLICE DEPARTMENT FEEDBACK

GRCC values the campus community’s feedback, and welcome you to share your experiences with the GRCC Police Department. You may leave a compliment, complaint or file a complaint with the Public Safety Advisory Committee by visiting the grcc.edu/about-grcc/grcc-police/feedback web-page.

The GRCC Public Safety Advisory Committee is an oversight committee created under the Community College Act of 1966, amended in 1998, section 389.123 (3). The primary function of the committee is to consider grievances by persons against police officers or the police department arising out of acts or omissions of such officers or the department. The committee may prepare and make recommendations concerning such grievances, including recommendations for disciplinary measures against a police officer who was found responsible for misconduct in the office.

The committee encourages the complainant to first attempt resolution of any dissatisfaction you may have by working with the GRCC Police Department. If you are unable to satisfactorily resolve the matter, or if you do not wish to do so, you may submit your formal grievance by completing the on-line grievance form at grcc.edu/about-grcc/grcc-police/feedback.

MUTUAL ASSISTANCE AND NEIGHBORING JURISDICTIONS

The GRCC Police Department’s ability to operate at this level enables it to provide a sensitive, measured approach to all situations requiring police service. GRCC police officers have a strong working relationship with and work closely with the Grand Rapids Police Department, Kent County Sheriff’s Office, Ottawa County Sheriff’s Office, Michigan State Police, the Federal Bureau of Investigation and other law enforcement agencies.

GRCC Police Department has written memorandums of understanding, regarding the investigation of alleged criminal offenses, who have jurisdiction over one or more campus location: City of Grand Rapids, City of Grandville, City of Lowell, City of Wyoming, Ottawa County Sheriff's Office and the Michigan State Police. GRCC Police Department does not have a written agreement with the Kent County Sheriff's Office. GRCC Police employees communicate and exchange information with all these agencies on investigations of concern to the GRCC community. GRCC Police participates in monthly meetings with the Kent County Chiefs of Police Association and maintains memberships with the Michigan Association of Chiefs of Police, as well as the Michigan Association of Campus Law Enforcement Administrators and International Association of Campus Law Enforcement Administrators. The GRCC Police Department maintains a Law Enforcement Information Network (LEIN) and a National Law Enforcement Telecommunications Network (NLETS) terminal. Through the use of these systems, police personnel can access database information on criminal histories, nationwide police records, driver and vehicle information, as well as receive important broadcasts on issues such as stolen vehicles, Amber Alerts, wanted persons, severe weather warnings, etc. The GRCC Police Department's use of this system is audited by the Michigan State Police.

Reports received from outside police agencies regarding GRCC students being involved in criminal behavior or violations of the GRCC Student Code of Conduct may be forwarded to the Director of the Center for Student Life and Leadership, Director of Equal Opportunity Compliance & Title IX Coordinator or the Dean of Students for internal investigation. College sanctions range from a verbal reprimand to permanent expulsion.

WHERE TO REPORT A CRIME

Reports of crimes and other emergencies on or near GRCC's Main/DeVos campus can be made, during the GRCC Police Department hours of operation, in person at the GRCC Police Department or by telephone. The college also participates with the Silent Observer program, providing a safe and anonymous option to report crimes. The Silent Observer tip line is available 24 hours a day, seven days a week, at (616) 774-2345. You may also submit a tip on-line at silentobserver.org or through your cell phone via the Silent Observer app. GRCC Lakeshore Campus can report crimes and or other emergencies on or near GRCC Lakeshore Campus to the Ottawa County Sheriff's Office either in person or by phone. Ottawa County is a 24-hour, 7 days a week department.

The GRCC Police Department can be reached by telephone in the following ways:

- Dial 4010 from any college phone for non-emergencies
- Dial 4911 from any college phone for emergencies
- Dial (616) 234-4010 from any cell or other non-college phone for non-emergencies
- Dial (616) 234-4911 from any cell or other non-college phone for emergencies
- Use of the one-touch GRCC Police button on any classroom or desk phone
- Use any emergency call box on campus, as described below

The Ottawa County Sheriff's Office can be reached by telephone in the following ways:

- Dial 911 from any college phone or cell phone for emergencies
- Dial (800) 249-0911 from any college phone or cell phone for non-emergencies

There are seven (7) yellow "Code Blue" emergency pedestals located throughout the Main/DeVos Campus. When activated by pushing the call button, the "Code Blue" pedestals will ring directly into the GRCC Police Department Dispatch office during regular hours of operation and to the Grand Rapids Police Department after the GRCC Police Department is closed. GRCC also maintains emergency call boxes throughout campus. A listing of call box locations can be found at the following web page: grcc.edu/about-grcc/grcc-police/resources/emergency-call-box-code-blue-emergency-pedestal. All campus elevators have interactive speaker-phones that can be used in an emergency. When the GRCC Police Department is closed, in-progress crimes and emergencies can be reported directly to the appropriate jurisdiction by calling 911.

Neither the GRCC Lakeshore Campus nor the Leslie E. Tassell MTEC have any "Code Blue" emergency pedestals or emergency call boxes. In case of an emergency at the GRCC Lakeshore Campus call 911 directly. For emergencies at the Leslie E. Tassell MTEC, call 4911 from any college phone or (616) 234-4911 from any external line.

REPORTING PROCEDURES

GRCC Police Department does everything in its power to fulfill its service-oriented goals. To be successful, the assistance of everyone is needed. Students, employees, visitors and community members are strongly encouraged to accurately and promptly contact the GRCC Police Department at (616) 234-4010 to report criminal activity, including when the victim elects to, or is unable to make such a report, as well as suspicious behavior or other emergencies at the following locations: on campus, on public property running through and immediately adjacent to the campus, in other property that is owned or controlled by GRCC, or near our campuses. Members of the community are helpful when they immediately report crimes or emergencies to the GRCC Police Department and/or the persons listed below. This is necessary for the purpose of making Timely Warning notifications, and when deemed necessary, for inclusion in the annual statistical disclosures. As an alternative to GRCC Police Department, members of the community may report crimes to the Dean of Students, or designee, at (616) 234-3673, or the Executive Director of Human Resources, or designee, at (616) 234-3972. Victims of sexual discrimination or sexual violence may also report the incident directly to the Title IX Coordinator, by calling (616) 234-4999. Grand Rapids Community College encourages accurate and prompt reporting of all crimes to the GRCC Police Department and other appropriate police agencies, even when the victim of a crime elects not to or is unable to make such a report.

GRCC dispatchers are available to take calls for service during GRCC Police Department operating hours. Once the details are provided to the dispatcher, an officer or officers will be dispatched to the incident location. All victims and witnesses will be interviewed, and any available evidence will be collected. The incident will be documented in an official police report and a complete investigation conducted. This documentation and investigation will allow the GRCC Police Department to identify potential problem areas, provide resources and assistance to victims, refer the accused individual through the student disciplinary system, and, if necessary, prosecute the individual in the appropriate court of law. If the victim does not wish to pursue criminal charges, the information will be used only for accurate crime statistics reporting and the issuance of Timely Warnings, if necessary. No victim will be forced to participate in a criminal investigation. Victims will be provided with information related to the resources available to them both on campus and in the community.

GRCC does allow victims and/or witnesses of crimes to report incidents on a voluntary, confidential basis (this option is explained in more detail later in this report) for inclusion in the annual disclosure of crime statistics. GRCC also employs licensed professional counselors who are not required to disclose information provided to them in the course of counseling, as protected by Michigan State Law. Campus "Pastoral Counselors" and "Professional Counselors," when acting as such, are not considered to be a campus security authority for Clery Act purposes and are not required to report crimes for inclusion in the annual disclosure of crime statistics. As a matter of policy, the professional counselors are encouraged, if and when it is deemed appropriate, to inform the persons they are counseling of procedures to report crimes on a voluntary confidential basis for inclusion in the annual crime statistics. It should be noted that the Program Director of the Center for Counseling and Well-Being is considered to be a Campus Security Authority.

Clery definitions of both "Pastoral and Professional Counselors" are below:

- **Pastoral Counselor**
An employee of an institution, who is associated with a religious order or denomination, recognized by that religious order or denomination as someone who provides confidential counseling and who is functioning within the scope of that recognition as a pastoral counselor.
- **Professional Counselor**
An employee of an institution whose official responsibilities include providing psychological counseling to members of the institution's community, and who is functioning within the scope of his or her license or certification.

While on any of the Kent County campuses, if a crime, suspicious person or incident, or other emergency situation occurs, contact the GRCC Police Department at (616) 234-4911. If a crime or other emergency needs to be reported at the GRCC Lakeshore Campus in Ottawa County, please dial 911 for an emergency and (800) 249-0911 for non-emergencies. (After the incident has been reported to 911, GRCC Police Dispatch should still be contacted for proper documentation.) Timely reporting of criminal behavior aids the GRCC Police Department in the effort to prevent future crimes from occurring, as well as providing information used to issue Timely Warnings and Emergency Notifications to our campus community. Awareness and input are essential to campus crime prevention.

If an incident occurs off-campus, and GRCC Police Department is notified, the GRCC Police Department will assist in contacting the appropriate law enforcement agency for reporting purposes. The GRCC Police Department prepares written reports of all criminal activity as well as written reports for motor vehicle crashes. Printable copies of incident reports may be obtained by contacting the GRCC Police Department, 25 Lyon St. NE, or (616) 234-4010. Before receiving a copy of a report, the requester must complete a Freedom of Information Act (FOIA) form, provided upon request at the GRCC Police Department or by following the process outlined on the Freedom of Information Act webpage. Release of names of persons associated with police reports is governed by the Michigan Freedom of Information Act and the Family Education Rights Privacy Act; thus, some information may be redacted if deemed appropriate.

Monitoring and Recording of Criminal Activity by Students at Non-Campus Locations of Recognized Student Organizations

GRCC does not have residential housing or officially recognized student organizations that own or control housing facilities or other property outside of the GRCC core campus.

The GRCC Police Department attempts to monitor the law enforcement agencies adjacent to our campuses, Middle/Early College and Regional sites. Should the college become aware of activity that may impact it, the incident may be investigated by GRCC Police Department.

VOLUNTARY CONFIDENTIAL REPORTING

If a victim of a crime does not want to pursue action within the college system or the criminal justice system, the victim may still want to consider making a confidential report. With the victim's permission, the Police Chief or designee of the GRCC Police Department can complete a report with the details of the incident without revealing the victim's identity. The purpose of a confidential report is to comply with the victim's wish to keep the matter confidential, while taking steps to ensure the future safety of themselves and others. With such information, the college can keep an accurate record of the number and type of incidents involving students, employees and visitors; determine where there may be a pattern of crime with regard to a particular location, method or assailant; and alert the campus community to potential danger. Reports filed in this manner are counted and disclosed in the annual crime statistics for the institution.

Even though the victim's identity can be withheld from a police report, all police reports are considered public records under Michigan State Law. GRCC PD is not able to withhold release of incident reports. If requested, the incident report may have to be released. Victims may wish to report the incident to another Campus Security Authority such as: Title IX Coordinator or Deputy Coordinators, GRCC Licensed Professional Counselors, Coaching Staff or Student Organization Advisor. The Campus Security Authority may withhold the name and many details of the incident, yet provide enough information for the incident to be included in the annual crime statistics.

DAILY CRIME LOG

The purpose of the Daily Crime Log is to record criminal incidents and alleged criminal incidents that are reported to the GRCC Police Department. The Daily Crime Log contains information on the date the crime was reported as well as date and time the crime actually occurred. It also contains the nature of the crime, general locations of the crime, the disposition of the complaint and the incident number.

The Daily Crime Log is updated within two business days by the GRCC Police Department. The Daily Crime Log may be viewed by visiting, during open hours, the GRCC Police Department on the Main/DeVos Campus, the front office of the GRCC Lakeshore Campus in Holland and the front office of the Leslie E. Tassell MTEC on Godfrey. The Daily Crime Log is available electronically on the GRCC Police Department website: grcc.edu/about-grcc/grcc-police/clery/crime-log.

Note: GRCC completes one crime log for all GRCC campuses.

CRIME STATISTICS

PREPARATION OF THE ANNUAL CRIME STATISTICS

The information below provides context for the crime statistics reported as part of our compliance with the Clery Act. The Annual Security Report includes crime statistics reported directly to GRCC Police Department and statistics obtained from the following sources: Grand Rapids Police Department, Kent County Sheriff's Office, Michigan State Police, Ottawa County Sheriff's Office, Wyoming Department of Public Safety, Kentwood Police and any additional national police agencies for locations our students travel to for academic or school-related functions. It should be noted that although GRCC Police Department requests crime information, in writing, from outside jurisdictions, not all police agencies respond with information. Everything we have received; we have included in the Annual Security Report.

A written request for statistical information is made at least on an annual basis to all Campus Security Authorities. Basic unidentifiable incident information is requested and provided to the GRCC Police Department by the employees at the GRCC Center for Counseling and Well-Being, even though they are not required under state law to provide information for the compliance document. Our Title IX Coordinator also provides statistics to GRCC Police about cases reported directly to that office when the victim(s) chooses to not report the incident to the police.

GRCC's Annual Security Report includes statistics from the previous three years and contains crime data in three separate categories of geography: On-Campus; Non-Campus (buildings or property leased or controlled by GRCC); and on Public Property within or immediately adjacent to and accessible from, the On-Campus locations. Campus Geography is explained in more detail in the next section. It should be noted that GRCC has no residential facilities.

The Clery Act requires campuses to include five general categories of crime statistics:

- Criminal Offenses: Criminal homicide, including murder and non-negligent manslaughter, manslaughter by negligence; sexual assault including: rape, fondling, incest and statutory rape; robbery; aggravated assault; burglary; motor vehicle theft; and arson.
- Hate Crimes: Any of the above-mentioned offenses, and any incidents of larceny or theft, simple assault, intimidation, or destruction/damage/vandalism of property that were motivated by bias.
- VAWA Offenses: Any incidents of domestic violence, dating violence and stalking. (Note: Sexual assault is also a VAWA offense, but it is included in the Criminal Offense category for Clery Act reporting purposes).
- Arrests and Referrals for Disciplinary Action: For weapon violations (carrying, possessing, flourishing, etc.), drug abuse violations and liquor law violations. The term "referred for disciplinary action" in this section means: the referral of any person to any official who initiates a disciplinary action of which a record is kept and which may result in the imposition of a sanction.
- Hazing.

The statistics are published in accordance with the standards set forth in the FBI Uniform Crime Reporting Handbook and relevant federal and state laws. GRCC also submits the annual crime statistics published in this report to the Department of Education and the information collected can be found on the Department of Education website.

The crime tables show the number of reported incidents in each classification for the preceding three calendar years, broken down under the geography headings, for each campus. If there is a "N/A" indicator, that means we did not own, lease or control the property indicated for that year. All GRCC Non-Campus locations are covered under the Main/DeVos Campus table.

Campuses are required to report the number of "Unfounded" police reports. In this report, the incidents of Hate Crimes and Unfounded reports are indicated under the respective campus chart in paragraph form.

Once compiled, the Annual Security Report is written and placed on our website: grcc.edu/GRCCPolice. Printed copies can be obtained by stopping into the GRCC Police Department office, located at 25 Lyon St. NE, Grand Rapids. Each year, an email notification is made to all enrolled students, faculty and staff about the availability of the report. Potential students and employees are notified via the on-line application process.

DEFINITIONS OF GEOGRAPHY

ON-CAMPUS

Any building or property owned or controlled by an institution within the same reasonable 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 (GRCC does not have residence halls); and any building or property that is within or reasonably contiguous to the identified area of this definition that is owned by the institution but controlled by another person, is frequently used by students, and supports institutional purposes.

In an effort to help further define an "On-Campus" location, the following information is used: The location provides classes in an organized program of study, and has at least one person on-site acting in an administrative capacity. GRCC has on-campus locations in both Kent and Ottawa counties. In communication and publications from GRCC, these campuses are often grouped into either the Kent County Campus or Ottawa County Lakeshore Campus. The breakdown is:

Kent County:

- Main/DeVos Campus
- Leslie E. Tassell MTEC Campus

Ottawa County Lakeshore:

- GRCC Lakeshore Campus

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 in the same reasonably contiguous geographic area of the institution. All Non-Campus crimes are reported under the Main/DeVos Campus crime statistics chart. Although many locations are included in this category, the following is a sample of what is included:

- Regional Sites at area high schools, such as: Rockford and Caledonia.
- Middle College sites at area high schools, such as Cedar Springs, East Kentwood, Kenowa Hills, Kent ISD, Launch U, Ottawa Hills, Wyoming, etc.
- Hotels used by athletics teams and student organizations when they travel for more than one night or use the same location every year.
- Locations used by athletic teams for games or practices, as well as for academic courses taught in off-site locations, such as Sullivan and Belknap Park Ball Fields.

PUBLIC PROPERTY

All public property, including: thoroughfares, streets, sidewalks and parking facilities that are within the campus or immediately adjacent to and accessible from the campus. The GRCC crime statistics do not include crimes that occur in privately owned homes or businesses within or adjacent to the campus boundaries. Public Property refers to property owned by a government entity such as a city or state government. The crimes occurring in parking structures owned by GRCC are included in the on-campus crime statistics.



CRIME DEFINITIONS (FEDERAL/CLERY DEFINITIONS)

These are the federally required Clery Act and Violence Against Women Act (VAWA) definitions used to classify and count offenses for this Annual Security Report's statistics. Where jurisdiction-specific definitions are required, GRCC defers to Michigan criminal statutes [see appendix: Michigan Criminal Law Definitions]. Listed in alphabetical order, not Clery hierarchy order.

AGGRAVATED ASSAULT

An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault is usually accompanied by the use of a weapon or by means likely to produce death or great bodily harm.

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.

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.

- Dating Violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse.
- Dating Violence does not include acts covered under the definition of Domestic Violence.

DESTRUCTION/DAMAGE/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.

DISCIPLINARY REFERRALS (REFERRED FOR DISCIPLINARY ACTION)

The referral of any person to any official who initiates a disciplinary action of which a record is established and which may result in the imposition of a sanction.

DOMESTIC VIOLENCE

A felony or misdemeanor crime of violence committed by any of the following individuals:

1. A current or former spouse or intimate partner of the victim; or
2. A person with whom the victim has a child in common; or
3. A person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner; or
4. A person similarly situated to a spouse of the victim under the domestic or family laws of the jurisdiction in which the crime of violence occurred; or
5. 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 (LAW) VIOLATIONS

Violations 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 relating to the unlawful possession, sale, use, growing, manufacturing and making of narcotic drugs. The relevant substances include opium or cocaine and their derivatives (morphine, heroine and codeine), marijuana; synthetic narcotics (Demerol and Methadone); and dangerous non-narcotic drugs (barbiturates, Benzedrine).

HATE CRIMES

A criminal offense that manifests evidence that the victim was intentionally selected because of the perpetrator's bias against the victim. The following eight categories are reported: Race, Religion, Sexual Orientation, Gender, Gender Identity, Ethnicity, National Origin or Disability. A hate crime is not a separate, distinct crime, but is the commission of a criminal offense which was motivated by the offender's bias. Crimes that are classified under this definition include all listed Clery Reportable Crimes plus: larceny/theft, simple assault, intimidation, destruction, vandalism and/or damage. Weapon, drug law and liquor law violations are not included in hate crime data.

HAZING

Consistent with the Stop Campus Hazing Act (SCHA), and Michigan Law GRCC defines the term "hazing" to mean:

1. Any intentional, knowing, or reckless act committed by a person (whether individually or in concert with other persons) against another person or persons regardless of the willingness of such other person or persons to participate, that:
 - a. Is committed in the course of an initiation into, an affiliation with, or the maintenance of membership in, a student organization; and
 - b. Causes or creates a risk, above the reasonable risk encountered in the course of participation in the institution of higher education or organization (such as physical preparation necessary for participation in an athletic team), of physical or psychological injury including:
 - i. Whipping, beating, striking, branding, electronic shocking, placing of a harmful substance on the body, or similar activity;
 - ii. Causing, coercing or otherwise inducing sleep deprivation, exposure to the elements, confinement in a small space, extreme calisthenics, or similar activity;
 - iii. Causing, coercing, or otherwise inducing another person to perform sexual acts;
 - iv. Any activity involving consumption of a food, liquid, alcoholic beverage, liquor, drug, or other substance;
 - v. Any activity that places another person in reasonable fear of bodily harm through the use of threatening words or conduct;

- vi. Any activity against another person that includes a criminal violation of local, state, tribal or federal law; and
 - vii. Any activity that induces, causes, or requires an individual to perform a duty or task that involves the commission of a crime or an act of hazing in violation of local, State, Tribal, or Federal law.
2. Hazing also involves any other activity, not addressed by (1) of this definition, that is expected of someone joining or participating in a student organization that humiliates, degrades, abuses, or endangers them, regardless of a person's willingness to participate.
 3. For purposes of the college's Clery Act Compliance policy, the phrase Student organization means, "An organization (such as a club, society, association, varsity or junior athletic team, club sports team, fraternity, sorority, band, student government), recognized or not, of two or more enrolled students at GRCC".

INTIMIDATION

To unlawfully place another person in reasonable fear of bodily harm through the use of threatening words and/or other conduct but without displaying a weapon or subjecting the victim to actual physical attack.

LARCENY/THEFT

The unlawful taking, carrying, leading or riding away of property from the possession or constructive possession of another. The constructive possession is the condition in which a person does not have physical custody or possession but is in a position to exercise dominion or control over a thing.

LIQUOR LAW VIOLATIONS

The violation of state or local laws or ordinances prohibiting: the manufacture, sale, purchase, transportation, possession of alcoholic beverages; maintaining unlawful drinking places; bootlegging; operating a still; furnishing liquor to minor; using a vehicle for illegal transportation of liquor; open alcohol in a motor vehicle; consumption of alcohol in public; and other related offenses. Driving under the influence of alcohol is not included in this definition.

MOTOR VEHICLE THEFT

The theft or attempted theft of a motor vehicle. Classified as motor vehicle theft, are all cases where automobiles are taken by persons not having lawful access even though the vehicles are later abandoned—including joy riding.

MURDER AND NON-NEGLIGENT MANSLAUGHTER

The willful (non-negligent) killing of one human being by another.

MANSLAUGHTER BY NEGLIGENCE

The killing of another person through gross negligence.

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.

SEXUAL ASSAULT (SEX OFFENSES)

Sexual assault means an offense that meets the definition of rape, fondling, incest or statutory rape as used in the FBI's Uniform Crime Reporting system. A sex offense is any act directed against another person, without the consent of the victim, including instances where the victim is incapable of giving consent.

- 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 consent of the victim. This offense includes the rape of both males and females.
- Fondling: The touching of the private parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his or her age or because of his or her temporary or permanent mental incapacity.
- Incest: Non-forcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
- Statutory Rape: A non-forcible sexual intercourse with a person who is under the statutory age of consent (which is 16 in the State of Michigan).

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 their safety or the safety of others or suffer substantial emotional distress.

- Course of conduct means two or more acts, including, but not limited to, acts in which the stalker directly, indirectly, or through third parties, by any action, method, device, or means, follows, monitors, observes, surveils, threatens, or communicates to or about a person or interferes with a person's property.
- Reasonable person means a person under similar circumstances and with similar identities to the victim.
- Substantial emotional distress means significant mental suffering or anguish that may but does not necessarily require medical or other professional treatment or counseling.

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 other deadly weapons. This classification encompasses weapons offenses that are regulatory in nature.



STOP CAMPUS HAZING ACT

HAZING PREVENTION AND ACCOUNTABILITY

GRCC is committed to fostering a safe and respectful environment for all students, faculty and staff. In accordance with the federal Stop Campus Hazing Act (<https://www.congress.gov/118/bills/hr5646/BILLS-118hr5646enr.xml>) and Michigan law, MCL 750.411t (<https://www.legislature.mi.gov/Laws/MCL?objectName=mcl-750-411t>), hazing in any form is strictly prohibited. This includes but is not limited to any action or situation that recklessly or intentionally endangers the mental, emotional, or physical health or safety of an individual for the purpose of initiation, admission, affiliation, or continued membership in any student organization or group. GRCC has adopted the definition included under the Crime Definitions (grcc.edu/about-grcc/grcc-police/clery/clery-reportable-crime-definitions) section of this report.

As of January 1, 2025, in accordance with federal law, GRCC started requesting and collecting crime statistics for hazing incidents which occur on Clery geography. Those hazing incidents will be documented and reported in GRCC's 2026 Annual Security Report.

How to Report Hazing

Students, faculty and staff must immediately report hazing incidents involving a GRCC student to a Conduct Administrator in the Center for Student Life and Leadership utilizing the forms available on the Center's hazing webpage (grcc.edu/students-resources/student-life-leadership/student-conduct/grcc-hazing-act-compliance).

All other hazing incidents must be reported to GRCC's Director of Equal Opportunity Compliance & Title IX Coordinator, or designee, by calling (616) 234-2353 or emailing institutionalequity@grcc.edu.

Reports may also be made to the GRCC Police Department by calling (616) 234-4010. Any incident involving an in-progress crime or emergency should be reported immediately by dialing 911.

Process to Investigate Hazing Reports

GRCC will promptly investigate all reported allegations of hazing through the applicable college process. The process utilized to investigate alleged hazing incidents will be determined based upon the nature of the allegations and the individuals allegedly involved (e.g., Student Conduct, Human Resources, etc.). As applicable, investigations will be conducted in cooperation with law enforcement.

Individuals who report hazing in good faith will be protected from retaliation under GRCC's anti-retaliation policy (GRCC Policy 6.2).

Student Investigations

Any person who becomes aware of potential violations of the Student Code of Conduct by a GRCC student must report those violations to the Student Conduct Administrator or designee.

A Student Conduct Administrator handles matters that require investigation and/or disciplinary action at Grand Rapids Community College. When a student has been charged with a possible violation of the Student Code of Conduct, the student will be notified of the allegations in writing. If the charges involve discrimination, harassment and/or retaliation in violation of any GRCC Policy, the student will also be provided with the relevant policy and/or policy documents. In such cases, the grievance, investigation and complaint resolution procedures contained in the relevant policy and/or policy documents will apply to the extent that they conflict with the process set forth in the Student Code of Conduct.

Following notification, the assigned Student Conduct Administrator will meet with the respondent. Meetings shall not be open to the public, but the student may have a support person present during this meeting. If there is more than one accused student in the case, it is within the discretion of the Student Conduct Administrator or designee to conduct the meeting(s) either separately or jointly. These meetings may not be video or audio recorded due to the possible involvement of other parties or sensitive information being discussed without approved accommodations through the Office of Disability Support Services.

Preponderance of the evidence is defined as whether it is more likely than not that the respondent violated the Student Code of Conduct and is the standard used to determine code violations.

If a student and/or organization is found responsible for a violation of the Student Code of Conduct, the Student Conduct Administrator shall determine the sanction(s) to be imposed. The student and/or organization will receive the determination and sanction(s) imposed, if any, in writing. Complainants of violent crimes and/or sexual misconduct will receive a determination of findings and sanctions related to the complainant.

Pending action on the charges, the status of a student will not be altered, nor will their right to be present on the campus and to attend classes be suspended on an interim basis, except for reasons relating to the safety and/or well-being of the GRCC community.

Staff and Faculty Investigations

Employee investigations proceed under Policy 6.2 (Non-Discrimination, Anti-Harassment, and Equal Opportunity). The college implements Policy 6.2 through Procedure B in the Procedures for Responding to Complaints of Discrimination, Harassment and Retaliation.

When the respondent is an employee, the Director of Equal Opportunity Compliance & Title IX Coordinator, or designee, evaluates the complaint. If the allegations potentially violate Policy 6.2, the Director initiates an investigation, generally within ten business days of receiving the complaint or becoming aware of relevant facts. The employee receives written notice of the allegations. The investigator interviews the involved parties and witnesses, gathers relevant information and records, and applies the preponderance-of-the-evidence standard. Meetings are not open to the public. An employee may have a support person present, consistent with collective bargaining agreements and college procedures.

At the conclusion of the investigation, the college issues a written determination. If a violation is found, Human Resources determines corrective or disciplinary action consistent with college procedures and any applicable collective bargaining agreement. The parties receive the determination in writing. An appeal may be filed with the Executive Director of Human Resources within the timelines and on the basis described in Procedure B.

While a case is pending, an employee's work status ordinarily does not change. The college may place an employee on administrative leave when safety or operational needs require it, consistent with college policy.

Sanctions and Disciplinary Actions

Individuals or organizations found responsible for hazing will be subject to disciplinary action including but not limited to:

- Suspension, expulsion or termination of employment from the institution;
- Removal of recognition for student organizations;
- Revocation of campus privileges; and/or
- Referral for criminal prosecution under state and federal laws, which imposes criminal penalties for hazing-related offenses.

Information Regarding Applicable Local, State and Tribal Laws on Hazing

In addition to the college's Hazing policy, members of the campus community should be aware of applicable jurisdictional laws pertaining to Hazing.

Tribal and Local Laws

There are no applicable tribal or local ordinances relating to Hazing in the college's jurisdiction.

Michigan Law

Hazing is a criminal offense in the State of Michigan. Michigan law, MCL 750.411t (<https://www.legislature.mi.gov/Laws/MCL?objectName=mcl-750-411t>), hazing (also known as Garret's Law), is defined as an intentional, knowing, or reckless act by a person acting alone or with others that is

directed against an individual and that endangers the physical health or safety of that individual, and is done for the purpose of pledging, being initiated into, affiliating with, participating in, or maintaining membership in any student organization.

Key provisions include:

- Misdemeanor Hazing: If the hazing results in physical injury, it is a misdemeanor punishable by up to 93 days in jail, a fine of up to \$1,000, or both.
- Felony Hazing: If the hazing results in serious impairment of a bodily function, the offense is a felony punishable by up to 5 years in prison, a fine of up to \$2,500, or both. If it results in death, it is punishable by up to 15 years in prison, a fine of up to \$10,000, or both.

Consent of the victim is not a defense to a hazing charge under Michigan Law.

Michigan Law does not apply to an activity that is normal and customary in an athletic, physical education, military training, or similar program sanctioned by GRCC.

Hazing Education, Prevention and Awareness Programs

GRCC will provide research-informed prevention and awareness programming related to hazing; campus-wide in scope, and designed to reach students, faculty and staff. The programming will include:

- GRCC's definition of hazing, including a clear statement that GRCC prohibits hazing;
- The definition of Student Organization, as it applies to the GRCC Clery Act Compliance Policy;
- How to report incidents of hazing, the investigation process, and jurisdictional laws relating to hazing.
- Information on applicable local, state, federal and Tribal laws regarding hazing; and
- Primary prevention strategies on how to stop hazing before it occurs, skill building for bystander intervention, information about ethical leadership, and building group cohesion without hazing.

These programs are part of the college's comprehensive strategy to prevent incidents of Hazing before they occur. These programs also raise awareness about GRCC's Campus Hazing Transparency Report, which summarizes findings concerning student organizations, established or recognized by GRCC, that have been found responsible for violating the GRCC's Hazing policy.

Specifically, the college provides Hazing prevention and awareness programs to students by offering in-person workshops and information sharing through campus awareness tabling and printed materials. Information is also available on the college's webpage and within the student social platform, Raider Connect.

Additionally, the college provides hazing prevention and awareness programs for staff and faculty through in-person, hybrid and online training and at employee professional development events, such as employee resource fairs. Training covers the college Hazing Policy and definitions, reporting options and responsibilities, how investigations proceed for students (Student Code of Conduct) and employees (Policy 6.2 and Procedure B), prevention strategies and risk reduction, warning signs and bystander intervention, protections against retaliation, and campus and community resources. Materials are refreshed annually, and reminders are shared through employee news and department communications.

For more information on GRCC's hazing prevention efforts visit grcc.edu/Hazing.

Programming will be made available during the 2025-26 academic year, and reported in the 2026 Annual Security Report.

Annual Data Disclosure and Campus Hazing Transparency Report

In compliance with the Stop Campus Hazing Act, on July 1, 2025, GRCC started collecting hazing incident information for the Campus Hazing Transparency Report (CHTR). The CHTR will summarize findings concerning any student organization established or recognized by the college that have been found responsible for violating GRCC's standard of conduct relating to hazing, as defined by the college. The CHTR will be updated to include new findings of organizational responsibility no less than twice annually following a final determination that a student organization has violated the college's Hazing policy. By December 23, 2025, the first CHTR will be made publicly available and published on the GRCC's Center

for Student Life and Leadership webpage, grcc.edu/students-resources/student-life-leadership/student-conduct/grcc-hazing-act-compliance. If there are no findings found, the CHRT will reflect as such.

Each entry published to the Transparency Report will include the following information:

- the student organization;
- a general description of the violation that resulted in a finding of responsibility;
- whether the violation involved the abuse or illegal use of alcohol or drugs;
- the findings of the institution (i.e., the rationale for finding the organization responsible for Hazing);
- any sanctions placed on the student organization; and
- the dates on which—
 - The incident was alleged to have occurred,
 - The investigation into the incident was initiated,
 - The investigation ended with a finding that a hazing violation occurred, and
 - The student organization was provided notice that the incident resulted in a hazing violation.

In addition to the Transparency Report, GRCC also publishes additional information on the webpage, including:

- A statement notifying the public of the availability of hazing statistics that are published in the Annual Security Report;
- Information about the institution’s policies relating to hazing; and
- Information on applicable local, State, and Tribal laws regarding Hazing.

Unlike the crime statistics in the Annual Security Report, the CHTR applies only to student organizations recognized or established by GRCC. The ASR statistics will most likely not match the Transparency Report. Personal identifiable information will not be included on the report. The report will be updated biannually.

HAZING AWARENESS PREVENTION AND PROGRAMMING

The college offered the following hazing prevention and awareness programs for students in 2024.

Students

Date	Program	Who Delivered	Location	Target Audience	Description/Topic
NA	NA	NA	NA	NA	NA

Programming will be made available during the 2025-26 academic year, and reported in the 2026 Annual Security Report.

The college offered the following hazing prevention and awareness programs for employees in 2024.

Employees

Date	Program	Who Delivered	Location	Target Audience	Description/Topic
NA	NA	NA	NA	NA	NA

Programming will be made available during the 2025-26 academic year, and reported in the 2026 Annual Security Report.

CRIME STATISTICS

MAIN/DEVOS CAMPUS

Main/DeVos Campus Criminal Offenses Reporting Table

Offense	Year	Geographic Locations		
		On-Campus Property	Non-Campus Property	Public Property
Murder/Non-negligent Manslaughter	2022	0	0	0
	2023	0	0	0
	2024	0	0	0
Manslaughter by Negligence	2022	0	0	0
	2023	0	0	0
	2024	0	0	0
Rape	2022	1	0	0
	2023	0	0	0
	2024	1	0	0
Fondling	2022	3	0	0
	2023	0	0	0
	2024	1	0	0
Incest	2022	0	0	0
	2023	0	0	0
	2024	0	0	0
Statutory Rape	2022	0	0	0
	2023	0	0	0
	2024	0	0	0
Robbery	2022	0	0	0
	2023	0	0	0
	2024	0	0	0
Aggravated Assault	2022	1	0	0
	2023	1	0	0
	2024	1	0	0
Burglary	2022	5	0	0
	2023	1	2	0
	2024	0	0	0
Motor Vehicle Theft	2022	0	1	0
	2023	1	1	0
	2024	0	0	0
Arson	2022	0	0	0
	2023	0	0	0
	2024	0	0	0

Hate Crime: There were no reported hate crimes on Main/DeVos Campus in 2022, 2023 and 2024.

Unfounded Incidents: There were no unfounded reports on the Main/DeVos campus in 2022, 2023 or 2024.

Main/DeVos Campus VAWA Offenses Reporting Table

Offense	Year	Geographic Locations		
		On-Campus Property	Non-Campus Property	Public Property
Domestic Violence	2022	2	0	0
	2023	1	0	0
	2024	0	0	1
Dating Violence	2022	1	0	0
	2023	0	0	0
	2024	0	0	0
Stalking	2022	5	0	0
	2023	3	0	0
	2024	5	0	0

Main/DeVos Campus Arrests and Disciplinary Referrals Reporting Table

Offense	Year	Geographic Locations		
		On-Campus Property	Non-Campus Property	Public Property
Arrests: Weapons (Carrying, Possessing, etc.)	2022	0	0	0
	2023	1	0	0
	2024	0	0	0
Disciplinary Referrals (Weapons: Carrying, Possessing, etc.)	2022	0	0	0
	2023	0	0	0
	2024	0	0	0
Arrests: Drug Abuse/Law Violations	2022	0	0	0
	2023	0	0	0
	2024	0	0	0
Disciplinary Referrals: Drug Abuse/Law Violations	2022	0	0	0
	2023	0	0	0
	2024	0	0	0
Arrests: Liquor Law Violations	2022	0	0	0
	2023	0	0	0
	2024	0	0	0
Disciplinary Referrals: Liquor Law Violations	2022	1	0	0
	2023	0	0	0
	2024	0	0	0

Main/DeVos Campus Hazing Reporting Table

Offense	Year	Geographic Locations		
		On-Campus Property	Non-Campus Property	Public Property
Hazing	2022	NA	NA	NA
	2023	NA	NA	NA
	2024	NA	NA	NA

GRCC started collecting hazing crime statistics on Jan. 1, 2025, which will be included in the 2026 Annual Security Report.

LESLIE E. TASSELL MTEC CAMPUS

Leslie E. Tassell MTEC Campus Criminal Offenses Reporting Table

Offense	Year	Geographic Locations		
		On-Campus Property	Non-Campus Property	Public Property
Murder/Non-negligent Manslaughter	2022	0	NA	0
	2023	0	NA	0
	2024	0	NA	0
Manslaughter by Negligence	2022	0	NA	0
	2023	0	NA	0
	2024	0	NA	0
Rape	2022	0	NA	0
	2023	0	NA	0
	2024	0	NA	0
Fondling	2022	0	NA	0
	2023	0	NA	0
	2024	0	NA	0
Incest	2022	0	NA	0
	2023	0	NA	0
	2024	0	NA	0
Statutory Rape	2022	0	NA	0
	2023	0	NA	0
	2024	0	NA	0
Robbery	2022	0	NA	0
	2023	0	NA	0
	2024	0	NA	0
Aggravated Assault	2022	0	NA	0
	2023	0	NA	0
	2024	0	NA	0
Burglary	2022	0	NA	0
	2023	0	NA	0
	2024	0	NA	0
Motor Vehicle Theft	2022	0	NA	0
	2023	0	NA	0
	2024	0	NA	0
Arson	2022	1	NA	0
	2023	0	NA	0
	2024	0	NA	0

Hate Crime: There were no reported hate crimes on the Leslie E. Tassell MTEC Campus in 2022, 2023 or 2024.

Unfounded Incidents: There were no unfounded reports on the Leslie E. Tassell MTEC Campus in 2022, 2023 or 2024.

Leslie E. Tassell MTEC Campus VAWA Offenses Reporting Table

Offense	Year	Geographic Locations		
		On-Campus Property	Non-Campus Property	Public Property
Domestic Violence	2022	0	NA	0
	2023	0	NA	0
	2024	0	NA	0
Dating Violence	2022	0	NA	0
	2023	0	NA	0
	2024	0	NA	0
Stalking	2022	0	NA	0
	2023	0	NA	0
	2024	1	NA	0

Leslie E. Tassell MTEC Campus Arrests and Disciplinary Referrals Reporting Table

Offense	Year	Geographic Locations		
		On-Campus Property	Non-Campus Property	Public Property
Arrests: Weapons (Carrying, Possessing, etc.)	2022	0	NA	0
	2023	0	NA	0
	2024	0	NA	0
Disciplinary Referrals (Weapons: Carrying, Possessing, etc.)	2022	0	NA	0
	2023	0	NA	0
	2024	0	NA	0
Arrests: Drug Abuse/Law Violations	2022	0	NA	0
	2023	0	NA	0
	2024	0	NA	0
Disciplinary Referrals: Drug Abuse/Law Violations	2022	1	NA	0
	2023	0	NA	0
	2024	0	NA	0
Arrests: Liquor Law Violations	2022	0	NA	0
	2023	0	NA	0
	2024	0	NA	0
Disciplinary Referrals: Liquor Law Violations	2022	0	NA	0
	2023	0	NA	0
	2024	0	NA	0

Leslie E. Tassell MTEC Campus Hazing Reporting Table

Offense	Year	Geographic Locations		
		On-Campus Property	Non-Campus Property	Public Property
Hazing	2022	NA	NA	NA
	2023	NA	NA	NA
	2024	NA	NA	NA

GRCC started collecting hazing crime statistics on Jan. 1, 2025, which will be included in the 2026 Annual Security Report.

GRCC LAKESHORE CAMPUS

GRCC Lakeshore Campus Criminal Offenses Reporting Table

Offense	Year	Geographic Locations		
		On-Campus Property	Non-Campus Property	Public Property
Murder/Non-negligent Manslaughter	2022	0	NA	0
	2023	0	NA	0
	2024	0	NA	0
Manslaughter by Negligence	2022	0	NA	0
	2023	0	NA	0
	2024	0	NA	0
Rape	2022	0	NA	0
	2023	0	NA	0
	2024	0	NA	0
Fondling	2022	0	NA	0
	2023	0	NA	0
	2024	0	NA	0
Incest	2022	0	NA	0
	2023	0	NA	0
	2024	0	NA	0
Statutory Rape	2022	0	NA	0
	2023	0	NA	0
	2024	0	NA	0
Robbery	2022	0	NA	0
	2023	0	NA	0
	2024	0	NA	0
Aggravated Assault	2022	0	NA	0
	2023	0	NA	0
	2024	0	NA	0
Burglary	2022	0	NA	0
	2023	0	NA	0
	2024	0	NA	0
Motor Vehicle Theft	2022	0	NA	0
	2023	0	NA	0
	2024	0	NA	0
Arson	2022	0	NA	0
	2023	0	NA	0
	2024	0	NA	0

Hate Crime: There were no reported hate crimes on the GRCC Lakeshore Campus in 2022, 2023 or 2024.

Unfounded Incidents: There were no unfounded reports on the GRCC Lakeshore Campus in 2022, 2023 or 2024.

GRCC Lakeshore Campus VAWA Offenses Reporting Table

Offense	Year	Geographic Locations		
		On-Campus Property	Non-Campus Property	Public Property
Domestic Violence	2022	0	NA	0
	2023	0	NA	0
	2024	0	NA	0
Dating Violence	2022	0	NA	0
	2023	0	NA	0
	2024	0	NA	0
Stalking	2022	1	NA	0
	2023	0	NA	0
	2024	0	NA	0

GRCC Lakeshore Campus Arrests and Disciplinary Referrals Reporting Table

Offense	Year	Geographic Locations		
		On-Campus Property	Non-Campus Property	Public Property
Arrests: Weapons (Carrying, Possessing, etc.)	2022	0	NA	0
	2023	0	NA	0
	2024	0	NA	0
Disciplinary Referrals (Weapons: Carrying, Possessing, etc.)	2022	0	NA	0
	2023	0	NA	0
	2024	0	NA	0
Arrests: Drug Abuse/Law Violations	2022	0	NA	0
	2023	0	NA	0
	2024	0	NA	0
Disciplinary Referrals: Drug Abuse/Law Violations	2022	0	NA	0
	2023	0	NA	0
	2024	0	NA	0
Arrests: Liquor Law Violations	2022	0	NA	0
	2023	0	NA	0
	2024	0	NA	0
Disciplinary Referrals: Liquor Law Violations	2022	0	NA	0
	2023	0	NA	0
	2024	0	NA	0

GRCC Lakeshore Campus Hazing Reporting Table

Offense	Year	Geographic Locations		
		On-Campus Property	Non-Campus Property	Public Property
Hazing	2022	NA	NA	NA
	2023	NA	NA	NA
	2024	NA	NA	NA

GRCC started collecting hazing crime statistics on Jan. 1, 2025, which will be included in the 2026 Annual Security Report.

NOTIFICATIONS

TIMELY WARNINGS

Timely Warnings are notices which will be distributed as soon as pertinent information is available to the campus community in a manner that is timely, withholds the names of victims as confidential, and will aid in the prevention of similar occurrences. In the event a crime is reported, within GRCC's Clery geography (see definitions in geography section) that, in the judgment of the GRCC Chief of Police (or designee) and in consultation with responsible authorities when time permits, represents a serious or continuing threat to students or employees, a campus wide "Timely Warning" notice will be issued. Incidents are considered on a case-by-case basis in light of all the known facts surrounding the crime, including: the nature of the crime, continuing danger to the community, and the possible risk of compromising law enforcement efforts. Timely Warnings are not limited to violent crime. Timely Warnings are typically issued for the following Uniform Crime Reporting Program (UCR)/National Incident Based Reporting System (NIBRS) crime classifications:

- Murder/Non-Negligent Manslaughter
- Aggravated Assault (cases involving assaults among known parties, such as two roommates fighting which results in an aggravated injury, will be evaluated on a case-by-case basis to determine if the individual is believed to be an ongoing threat to the larger GRCC community).
- Robbery involving force or violence (cases including pickpocketing and purse snatching will typically not result in the issuance of a Timely Warning notice, but will be assessed on a case-by-case basis).
- A string of Burglaries or Motor Vehicle Thefts that occur in reasonably close proximity to one another.
- Sexual Assault (considered on a case-by-case basis depending on the facts of the case, when and where the incident occurred, when it was reported, and the amount information known by the victim, or designee). In cases involving sexual assault, they are often reported long after the incident occurred, thus there is no ability to distribute a "timely" warning notice to the community. All cases of sexual assault, including stranger and non-stranger/acquaintance cases, will be assessed for potential issuance of a Timely Warning notice.
- Major incidents of Arson.
- Hazing incidents that remain a threat to the campus community.
- Other Clery crimes as determined necessary by the GRCC Chief of Police, or designee.

The decision to issue a Timely Warning is made by the GRCC Chief of Police or designee. Once the decision is made to issue a Timely Warning, the message will be drafted by the Police Chief or designee and sent to the Executive Director of Marketing & Communications or designee for distribution to the campus community.

GRCC uses multiple resources to collect information that may necessitate a Timely Warning. Information obtained directly at the GRCC Police Department, or while monitoring local police radio transmissions, as well as police incident reports sent to GRCC by neighboring jurisdictions, provide the information we need to determine if there is a threat to our campus community requiring a Timely Warning. The GRCC representatives in the following roles will be the primary contacts for criminal or safety related concerns at the corresponding sites:

- Dean of Lakeshore Campus - GRCC Lakeshore Campus
- Dean of Strategic Outreach - Regional Sites
- Director of High School Partnerships-Early Middle College and Concurrent Enrollment

The dean or director then notifies GRCC Police for the issuance of a Timely Warning. The primary method of communicating a Timely Warning will be through the GRCC Rave Emergency Alert System (Rave Alert System) utilizing email for complete details. If there is an immediate need to notify members of the campus community the text messaging function will also be used with basic information and directing individuals to their email for additional information. In an effort to notify visitors to our campus, the Timely Warning will be posted on internal digital signs, or posted under "recent alerts" on the GRCC police webpage. In extenuating cases other possible methods of communication may include any of the following: home or mobile phone calls (Rave Alert System), a banner on the GRCC website homepage, Emergency Phone Alert System (EPAS), public address system, face to face communication, the use of social media and use of local news media.

Information exclusively reported to a pastoral or licensed professional counselor are exempt from Timely Warnings. Therefore, GRCC is not required to issue a Timely Warning with respect to crimes reported to a pastoral or professional counselor.

EMERGENCY NOTIFICATION

Grand Rapids Community College has developed a process to notify the campus community in cases of emergency. While it is impossible to predict every significant emergency or dangerous situation that may occur on campus, the following identified situations are examples which may warrant an emergency (immediate) notification after confirmation: armed/hostile intruder; bomb/explosives (threat); communicable disease outbreak; severe weather; terrorist incident; civil unrest; natural disaster; hazardous materials incident and structural fire.

Individuals can report emergencies occurring at GRCC by calling 911 or 4911 from any college campus phone.

In the event of an emergency, GRCC will initiate and provide, without delay, immediately notify the appropriate segment(s) of the campus community upon confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students, employees or visitors. If an emergency affects our On-Campus locations, GRCC Police Officers, in conjunction with other college administrators, local first responders, Health Department and/or the National Weather Service, will be responsible for confirming the significance, danger level and immediate threat to the safety and security of the college community. In the event of an emergency affecting a separate campus, the local police jurisdiction or on-scene administrative staff will be responsible for confirming the threat or danger level and notifying GRCC Police Department, at which time the notification procedures will be followed.

Upon confirmation of the threat or danger, as required by the Higher Education Opportunity Act (Public Law 110-315), GRCC will without delay, and taking into account the safety of the community, determine the content of the notification and initiate the notification system, unless issuing a notification will, in the professional judgment of the responsible authorities (GRCC police chief or designee, local police responders, etc.), compromise efforts to assist victims or to contain, respond to, or otherwise mitigate the emergency.

The methods for sending the notification may include all or some of the following: email, text messaging and posting on the GRCC website via the Rave Alert System, emergency phone alert system (EPAS), public address system, GRCC website, use of the digital signs located throughout college buildings, posted notices in buildings, fire alarm activation, and/or contacting local television news outlets, social media and face-to-face communication may be used if necessary. The Chief of Police and the Executive Director of Marketing & Communications, or available designees will be responsible for writing and sending the notification. In the message, students, employees and visitors will be given instructions and directed to a safe location if known. In some cases, messages may be limited to certain segments of the campus, depending on the nature of the emergency. It is the responsibility of the Chief of Police and the Executive Director of Marketing & Communications, or available designees to determine if the entire campus or a portion of the campus will receive the notification. (For example, if there is a gas leak in one building, the notification may be limited to that one building.) The entire campus will be notified when there is at least a potential that a very large segment of the college community will be affected by a situation, or when a situation threatens the operation of the campus as a whole. Each emergency situation will be continually assessed with additional messages going out as necessary. Follow up messaging will be distributed using the same methods as the original emergency notification, except the use of a fire alarm. In the event of an on-going emergency situation, the campus community and public may be directed to a single communication method (i.e., website, social media, etc.) for incident updates.

Due to the multiple types of notification systems, several sources will be used to distribute the information. Depending on the situation, the police dispatcher or designee could initiate the EPAS system, while other designated persons send messages via the Rave Alert System, which could send email, text and text-to-voice phone calls simultaneously and post to the GRCC website. In extenuating circumstances, a full screen takeover may be initiated using Alertus profiles in Rave. The GRCC Rave Alert System is auto-populated nightly with current student and employee contact information. If someone elects against receiving communication through the Rave Alert System, including Emergency Notifications and Timely Warnings from the college, they would need to contact the Chief of Police or Executive Director of Operational

Planning in writing to be removed from the system. Community members, parents and other stakeholders are also able to subscribe to the Rave System service at getrave.com/login/grcc. When necessary, GRCC will notify area news media to assist in notifying the larger community of any threat to the safety of those in the surrounding area. The larger community can also access emergency information via the GRCC homepage and/or social media.

If there is an immediate threat to the health or safety of students or employees occurring on campus, an institution must follow its emergency notification procedures. An institution that follows its emergency notification procedures is not required to issue a Timely Warning based on the same circumstances; however, the institution must provide adequate follow-up information to the community as needed.

GRCC Police Department process for the Main/DeVos and Tassell MTEC Campuses:

- Dispatcher will receive the call.
- Police officer(s) will respond to the reported incident.
- Police officer(s) will evaluate the incident to determine danger and threat level.
- Highest ranking police employee will be notified.
- If appropriate, the Emergency Notification process will be initiated.
- Instructions as to where to go, what to do, etc. will be provided.
- If appropriate, the Emergency Management Team will be convened.
- Regular updates and notifications will be sent in the same and/or additional methods as the original emergency notification.

GRCC Lakeshore Campus:

- Local jurisdiction dispatcher will receive the call.
- Local police officer(s) will respond to the reported incident.
- Local police officer(s) will evaluate the incident to determine danger and threat level.
- Once GRCC is notified, either by the local jurisdiction or other GRCC employees, the highest-ranking police employee will be notified.
- If appropriate, the Emergency Notification process will be initiated.
- Instructions as to where to go, what to do, etc. will be provided.
- If appropriate, the Emergency Management Team will be convened.
- Regular updates and notifications will be sent in the same and/or additional methods as the original emergency notification.

PUBLIC SAFETY ADVISORY

GRCC may issue a Public Safety Advisory, when serious or significant crimes occur outside of our Clery reportable geography, or for the non-Clery reportable crimes on campus as well as other situations that may impact our campus community. The decision to issue a Public Safety Advisory is made by the GRCC Police Chief or designee. The advisory will be issued to students and employees via standard email by the Executive Director of Marketing & Communications and the Communication Systems Specialist, or designees.



EMERGENCY RESPONSE AND EVACUATION PROCEDURES

GRCC maintains an Emergency Response Plan that outlines responsibilities of campus departments during emergencies. This plan outlines incident priorities, campus organization and specific responsibilities of particular departments or positions. The current emergency response plan can be found by visiting the GRCC Police Department website, under resources. Specific college departments are responsible for developing emergency response and business continuity plans for their areas and staff. The Emergency Management Team provides resources and guidance for the development of these plans.

In conjunction with other local first responders, GRCC conducts a test of the Emergency Response Procedures throughout the academic year. Tests, which consist of exercises and drills, are designed to evaluate specific segments of our emergency response plan. Exercises and drills may be announced or unannounced, and may involve the entire campus, or focus on smaller areas. Each test is documented and includes a description of the exercise, the date and time of the exercise, and whether it was announced or unannounced.

The campus publicizes a summary of the emergency response and evacuation procedures via email at least once each year in conjunction with a test (exercise and drill) that meets all of the requirements of the Higher Education Opportunity Act.

EMERGENCY EVACUATION PROCEDURES

The emergency evacuation procedures are tested once a year. Students and employees learn the locations of the emergency exits in the buildings and are provided guidance about the direction they should travel when exiting each facility for a short-term building evacuation. The GRCC Police Department does not tell building occupants in advance about the designated locations for long-term evacuations because those decisions are affected by time of day, location of the building being evacuated, the availability of the various designated emergency gathering locations on campus, and other factors such as the location and nature of the threat. In both cases, GRCC Police Department staff on the scene will communicate information to students regarding the developing situation or any evacuation status changes.

Also, an emergency procedure reference document and evacuation route map are posted in all classrooms and meeting spaces in college owned buildings. These documents should be reviewed at the beginning of each semester by students and employees.

The purpose of evacuation drills is to prepare building occupants for an organized evacuation in case of a fire or other emergency. At GRCC evacuation drills are used as a way to educate and train occupants on fire safety issues specific to their building. During the drill, occupants 'practice' drill procedures and familiarize themselves with the location of exits and the sound of the fire alarm.

FIRE RESPONSE AND EVACUATION

Prior to the start of the academic school year, GRCC is required to train all its instructional staff on fire and emergency evacuation procedures in order to comply with the Michigan Fire Code. As required, documentation is then sent to the State Fire Marshal. If the audible and visible fire alarms are activated, everyone must evacuate, leave your work area immediately and proceed to the nearest exit, and leave the building. If you are the first to recognize a fire situation, activate the alarm, evacuate to a safe location using the nearest exit, and notify GRCC Police at (616) 234-4911 or dial 911. Never assume the alarm is false. To assist students in evacuating classrooms and directing them to safety, faculty are asked to take a few minutes during the first day or two of classes to identify and review the following:

- The Fire Response Procedures, Emergency Procedures document and evacuation maps that are located in each classroom.
- The location of exits and students' responsibilities in case of emergencies.
- Exits and "Areas of Rescue Assistance" that are near classrooms.
- Students who can assist those in need in getting to the "Areas of Rescue Assistance" on floors that do not directly exit to the outside.

During an emergency, or when the emergency alarm is activated:

- Remain calm.
- DO NOT USE THE ELEVATORS, use the stairs.
- After checking the door frame for heat, close windows and doors upon leaving the room.
- Assist the physically impaired. If they're unable to exit without using an elevator, secure a safe location near a stairwell, and immediately inform GRCC Police or the responding Fire Department of the individual's location.
- Exit and take your class across the street from the building and wait until the "ALL CLEAR" is given by GRCC police officers. DO NOT STAND ON PEDESTRIAN WALKWAYS OR BLOCK EXITS.
- Make sure all personnel are out of the building.
- Do not re-enter the building.
- Missing or injured students or employees should be reported immediately, verbally or in writing, to the GRCC Police Department at 25 Lyon St. NE, (616) 234-4010.

TORNADO EVACUATION

A tornado warning is an alert issued by national weather forecasting agencies to warn the public that severe thunderstorms with tornadoes are imminent or occurring. It can be issued after a tornado or funnel cloud has been spotted by the public, storm chasers, emergency management or law enforcement, or, more commonly, if there are radar indications of tornado formation. A tornado watch is issued when weather conditions are favorable for the development of severe thunderstorms that are capable of producing tornadoes. A tornado watch therefore, implies that it is also a severe thunderstorm watch. In the case of a severe weather emergency, the goal of Grand Rapids Community College employees is to minimize physical injury and increase the possibility of survival. We can meet this goal by familiarizing ourselves and our students with the Tornado Evacuation Procedures. Moving persons from higher floors to lower, windowless areas of GRCC buildings can enhance chances for survival. Each building has its own evacuation routes and emergency procedures posted in classrooms and public meeting spaces.

Individuals with mobility impairments should immediately report to alternative shelter areas, avoiding the use of the elevators. Small, interior and windowless rooms, such as restrooms or corridor areas, may be used. Avoid windows, parking ramps, catwalks or pedestrian walkways.

The Kent County and Ottawa County community warning sirens will be activated upon the issuance of a tornado warning. When classes or activities exist on GRCC campuses, GRCC will respond when the sirens sound, regardless of news and social media information on location and path of possible danger. If the sirens sound, we expect all students and employees to evacuate to the nearest shelter locations. GRCC will follow the process outlined in the Emergency Notification Procedure to notify the campus community of a tornado warning. GRCC Police Department also monitors the National Weather Service to better prepare for the possibility of a weather emergency. Faculty members should inform students of the tornado warning, turn off the lights, take the class roster with them, close the doors, and direct students to the appropriate shelter area. Following the "All Clear" signal, college staff should report the names of injured persons to the GRCC Police Department at 25 Lyon St. NE, or by calling (616) 234-4010.

Due to Grand Rapids Community College's large service area, and the fact that we are a commuter campus with no residential halls, GRCC will not send severe weather messaging to staff and students when the campus is closed.

SHELTERS LOCATED IN GRCC BUILDINGS

Building	Floor and/or Rooms
Administration Building	<ul style="list-style-type: none"> Basement shelter
Albert P. Smith Music Center	<ul style="list-style-type: none"> Any first-floor practice room Studios 1 (room 138), 2 (room 137) and 3 (room 134) Rooms 101, 113, 116 and 136
Calkins Science Center	<ul style="list-style-type: none"> First-floor: Rooms 105, 106, 118, 122, 123, 125, 127, 133, 138 and 139 Second-floor: Rooms 228, 232, 241, 242 and 243
College Park Plaza	<ul style="list-style-type: none"> Basement-mechanical room through door #110
Custer Alumni House	<ul style="list-style-type: none"> Basement
Gerald R. Ford Fieldhouse (Arena Side)	<ul style="list-style-type: none"> Lower level (first-floor): Room 102 and locker rooms Main South Entrance (second-floor): Room 213, restrooms, and the north hallway between the Recreation Center and Fieldhouse-Arena Side
Gerald R. Ford Fieldhouse Recreation Center	<ul style="list-style-type: none"> Lower level, walking path (hallway) and restrooms. North hallway between the Recreation Center and Fieldhouse-Arena Side
GRCC Lakeshore Campus	<ul style="list-style-type: none"> Rooms 102, 112, 129 and 131
Library and Learning Commons	<ul style="list-style-type: none"> First-floor: Rooms 123 and 140
Leslie E. Tassell MTEC Campus	<ul style="list-style-type: none"> First-floor: Restrooms located on the south side of the building near rooms 103 and 124, exit hallway located near room 110 and room 155 located in the welding lab
Peter and Pat Cook Academic Hall	<ul style="list-style-type: none"> Rooms 112 and 114 Restrooms and windowless offices, hallways and interior rooms or classrooms in G-1 and G-2 Raleigh J. Finkelstein Hall (formerly Main Building), specifically room numbers 3, 8A, 8B and 14 (paint shop).
Phyllis Fratzke Early Childhood Learning Laboratory	<ul style="list-style-type: none"> Mudrooms/sleep rooms adjacent to classrooms Adult restrooms
Raleigh J. Finkelstein Hall and Bostwick Office Suites	<ul style="list-style-type: none"> Restrooms and windowless offices or classrooms in G-1 and G-2 Raleigh J. Finkelstein Hall. Hallways and interior rooms in G-1 and G-2 Raleigh J. Finkelstein Hall, specifically rooms 3, 8A, 8B and 14 (paint shop)
Sneden Hall	<ul style="list-style-type: none"> Sneden Café (room 111) and the hallway to the north leading toward room 115, between the café and IT offices and Room 115
Spectrum Theater	<ul style="list-style-type: none"> Main floor: Green Room (room 112) and hallway Lower and basement level: All rooms
Stewart Edward White Hall	<ul style="list-style-type: none"> Lower level, basement, near lobby of the Criminal Justice offices
Steven C. Ender Hall	<ul style="list-style-type: none"> Basement
Student Community Center	<ul style="list-style-type: none"> First-floor: Restrooms, east hallway, room 25a and the inner offices of the Center for Student Life and Leadership, rooms 20, 22 and 23 Second-floor: Multipurpose Room (rooms 234A and 234B)
Wisner-Bottrall Applied Technology Center	<ul style="list-style-type: none"> First-floor: Rooms 139-152 (excluding 142B and 149) and adjoining corridor, all banquet rooms Second-floor: Rooms 214, 221, 224, 242, 244 and 247

SHELTER-IN-PLACE

What it Means to “Shelter-in-Place”

If an incident occurs and the buildings or areas around you become unstable, or if the air outdoors becomes dangerous due to toxic or irritating substances, it is usually safer to stay indoors, because leaving the area may expose you to that danger. Thus, to “shelter-in-place” means to make a shelter of the building that you are in, and with a few adjustments this location can be made even safer and more comfortable until it is safe to go outside.

Basic “Shelter-in-Place” Guidance

If an incident occurs and the building you are in is not damaged, stay inside in an interior room until you are told it is safe to come out. If your building is damaged, take your personal belonging (purse, wallet, access card, etc.) and follow the evacuation procedures for your building (close your door, proceed to the nearest exit, and use the stairs instead of the elevators). Once you have evacuated, seek shelter at the nearest college building quickly. If police or fire department personnel are on the scene, follow their directions.

How You Will Know to “Shelter-in-Place”

A shelter-in-place notification may come from several sources, GRCC Police Department, other college employees, Local PD, or other authorities utilizing the college’s emergency communications tools.

How to “Shelter-in-Place”

No matter where you are, the basic steps of shelter-in-place will generally remain the same. Should the need ever arise, follow these steps, unless instructed otherwise by local emergency personnel:

1. If you are inside, stay where you are. Collect any emergency shelter-in-place supplies and a telephone to be used in case of emergency. If you are outdoors, proceed into the closest building quickly or follow instructions from emergency personnel on the scene.
2. Locate a room to shelter inside. It should be:
 - An interior room;
 - Above ground level; and
 - Without windows or with the least number of windows. If there is a large group of people inside a particular building, several rooms may be necessary.
3. Shut and lock all windows (tighter seal) and close exterior doors.
4. Turn off air conditioners, heaters and fans.
5. Close vents to ventilation systems as you are able. (College staff will turn off the ventilation as quickly as possible.)
6. Make a list of the people with you and ask someone (hall staff, faculty or other staff) to call the list into GRCC Police so they know where you are sheltering. If only students are present, one of the students should call in the list.
7. Turn on a radio or TV and listen for further instructions.
8. Make yourself comfortable.

The Kent County community warning sirens are tested at noon on the first Friday of each month from April through October. Ottawa County emergency sirens are tested on the first Friday of each month at noon from March through November. These tests will not necessitate evacuation.



DRUG FREE SCHOOLS AND COMMUNITIES ACT

DRUG AND ALCOHOL POLICY

I. Policy Section:

6.0 Human Resources

II. Policy Subsection:

6.24 Drug and Alcohol Policy

III. Policy Statement

Grand Rapids Community College is committed to the elimination of drug and/or alcohol abuse in the workplace and in all learning environments. Grand Rapids Community College prohibits the unlawful possession, use, and sale of alcoholic beverages and illegal drugs on campus. GRCC Police are responsible for enforcement of all City, State, and Federal laws relating to drug and alcohol possession, use, sale or distribution.

In compliance with the Drug-Free Workplace Act (41 U.S.C. 701) and the Drug Free Schools and Communities Act (20 U.S.C. 1145g), the lawful or unlawful manufacture, distribution, dispensation, possession, use or sale of a controlled substance, marijuana in any form or alcohol on property owned or controlled by the college or as part of any college-sponsored program off-campus is strictly prohibited, unless specifically permitted for work-related social, educational purposes, or non-work time on campus at our Fountain Hill Brewery and Heritage Restaurant. Violation of this policy constitutes grounds for disciplinary action up to and including termination of employment. For students, disciplinary consequences are set forth in the Student Code of Conduct.

IV. Reason for Policy

Drug and alcohol use or abuse may pose a threat to the health and safety of Grand Rapids Community College students, staff and community members, and to the security of our equipment and facilities. The risks associated with the use or abuse of drugs or alcohol are numerous. These include physical and mental impairment, as well as effects on professional and personal lives. Use or abuse of drugs, including marijuana in any form, or alcohol can negatively impact job or academic performance and attendance and can jeopardize continued employment or status as a student or volunteer. This policy is designed to maintain a drug-free work and learning environment and to comply with the requirements of local, state and federal laws.

V. Entities Affected by this Policy

Persons covered by this policy include employees, students, applicants for employment, persons engaged on the premises of the college as independent contractors, volunteers, vendors and persons participating in or attending college-sponsored programs.

VI. Who Should Read This Policy

All Employees
Applicants for employment
Board of Trustee members
Students
Volunteers
Guests

VII. Related Documents

Drug-Free Workplace Act
Drug Free Schools and Communities Act
Drug and Alcohol Abuse Prevention Program (DAAPP)
Drug and Alcohol Biennial Review Document
Employee Agreement to Submit to Medical Review
Student Code of Conduct
GRCC Conflict of Interest Policy
Administrator Code of Ethics
APSS Code of Ethics
Faculty Code of Ethics
Monitoring System
Misconduct Policy

VIII. Contacts

Policy Owner: Executive Director of Human Resources
GRCC Chief of Police
Director of Student Life and Conduct

IX. Definitions

A. Covered substances: This policy covers the following substances:

1. Alcohol in any form.
2. Controlled or illegal drugs or substances (including but not limited to hallucinogens, barbiturates, depressants, stimulants, cannabinoids, opioids, club drugs, dissociative drugs and any other compounds or drugs whose use, possession, or transfer is restricted or prohibited by law).
3. Marijuana in any form.
4. Any substance that influences a person in a way that jeopardizes the safety of the person or other persons or hinders the person's ability or any other person's ability to perform work responsibilities. This includes synthetic drugs.

B. Employee: Includes any person who receives compensation from the college and who belongs to one of the following groups: faculty, CEBA, APSS, GRCC Police, PMA employees, contingency, adjunct employees, and student employees.

C. Student: The term "student" includes persons who have been issued a student number at Grand Rapids Community College and are: currently enrolled, or admitted and show intent to enroll, or withdrawn from a specific course or the college after allegedly violating the Student Code.

D. Exceptions:

1. Medications, with the exception of medical marijuana, prescribed by any person licensed to prescribe or dispense controlled substances: Drugs used in accordance with their instructions for medicinal purposes are not prohibited unless they cause drowsiness, or other side effects that may impair a person's ability to perform responsibilities properly and safely. If a person feels that the side effects of prescription medication may jeopardize his or her ability to perform responsibilities safely, the person shall consult with his or her supervisor. The supervisor shall consult with Human Resources to determine whether temporary placement in another position is necessary.
2. Drugs used in accordance with their instructions for medicinal purposes are not prohibited unless they cause drowsiness or other side effects that may impair a person's ability to perform responsibilities properly and safely. If a person feels that the side effects of prescription

medication may impact their ability to perform responsibilities safely, the person shall consult with Human Resources.

3. Possession and use of any marijuana on college property is explicitly prohibited. Legal marijuana use off-campus is not prohibited unless it causes drowsiness or other side effects that may impair a student, employee or volunteer's ability to perform responsibilities or participate in the educational programs of the college properly and safely.
4. Use of alcohol on campus or during work time (wherever the work is located) is only permitted for work-related social, educational purposes, or non-work time on campus at our Fountain Hill Brewery and Heritage Restaurant.

X. Procedures

A. Recognition of symptoms of drug or alcohol use or abuse:

GRCC believes it is the responsibility of all employees and students to report prohibited use or abuse of drugs and alcohol. Reports can be made to a supervisor, the Student Conduct Office, Human Resources, GRCC Police, General Counsel or the Ethics Hotline.

When a supervisor observes or is made aware of work performance or behavior signs that could affect the safety of the individual or others, Human Resources must be contacted to determine the appropriate course of action.

One or more of the following signs, which could indicate substance use or abuse and are cause for concern, should be reported.

1. Changes in temperament, speech pattern, or coherence.
2. Changes in the physical condition, energy level, or appearance.
3. Trouble in concentrating on assignments.
4. Increase in absences.
5. Increase in errors of judgment or mistakes.
6. Changes in quality or quantity of work.

B. Actions to be taken for suspected use or abuse by employees:

If an employee is suspected of violating this policy or any other related policies, the college will initiate an investigation through Human Resources to determine the appropriate course of action.

The Executive Director of Human Resources (or designee) may meet with the employee and request that the employee submit to a laboratory drug screen, which will be conducted by a designated clinic (at which point the employee will be asked to sign an Agreement to Submit to Medical Review) or directed to submit to a preliminary breath test through GRCC Police.

If the employee refuses to participate in, or fails to successfully complete testing, the refusal or failure may result in discipline up to and including termination.

While awaiting the results of the test, the employee will be placed on paid administrative leave until results are determined. If the results of the test are negative, the employee will be reinstated to their position. If the results are positive for an employee, a meeting with the employee, a union representative (if applicable), supervisor, and Human Resources will take place to discuss the consequences.

C. Employee disciplinary actions if a violation occurs

Individuals whose work performance is determined to be impaired as a result of use or abuse of drugs or alcohol (either on or off campus); who illegally use or abuse drugs or alcohol on campus or while on

college business; who violate any provisions of this policy or who have been convicted of violating any criminal drug statute while on college property or while participating in college-sponsored programs off campus are subject to disciplinary action up to termination of employment and/or referral to law enforcement authorities.

Verified intentional possession, distribution, sale, transfer or use of illegal drugs in the workplace while on duty or while operating employer-owned vehicles or equipment constitute grounds for immediate termination of employment.

The Executive Director of Human Resources or designee handles matters that require disciplinary action at Grand Rapids Community College. The concept of progressive discipline will be utilized in most cases, taking into consideration the severity of the incident, prior disciplinary action, etc.

The following corrective actions (sanctions) may be imposed by the College for a violation of our Drug and Alcohol Policy:

1. Documented Verbal Notice. In coordination with Human Resources, the supervisor will meet with the employee to discuss the problem and the improvements that are expected. The supervisor and/or Human Resources will document the meeting.
2. Written Warning. A formal, written reminder documenting the problem and expected improvements. A copy of the formal written notice is provided to the employee, placed in the Human Resources employee file.
3. Suspension Without Pay. A formal, written explanation of the problem and time off to emphasize the seriousness of the problem and that dramatic behavior change is needed immediately. A copy of the suspension without pay notice is provided to the employee, and is placed in the Human Resources employee file.
4. Final Written Warning. The College may, at its discretion, choose to impose a final written warning in lieu of suspension.
5. Termination. When it has been determined that an employee is unable or unwilling to meet the conditions of employment at GRCC, termination results.
6. Zero Tolerance. Per the GRCC Misconduct Policy, possession, distribution, sale, transfer or use of alcohol or illegal drugs in the workplace, while on duty or while operating employer-owned vehicles or equipment is considered Zero Tolerance Misconduct. This form of verified intentional misconduct constitutes grounds for immediate termination of employment at GRCC.

D. Action to be taken for suspected use or abuse by students:

If a student is suspected of violating the drug and alcohol policy or the Student Code of Conduct (Illegal or Unauthorized Possession/Use of Alcohol and Drugs), the college will perform a Code of Conduct investigation to determine the appropriate course of action. For progressive discipline, see Student Code of Conduct.

E. Action to be taken for suspected use or abuse by volunteer:

If a volunteer is found to be in violation of this policy, the volunteer will be prohibited from holding future volunteer responsibilities for the college and/or referred to law enforcement authorities.

F. Action to be taken for refusal of pre-employment drug-screening (if applicable):

Applicants who refuse to participate in drug screening will not be hired or be able to reapply. Applicants who test positive will not be hired or able to reapply, unless they provide documentation from a licensed physician indicating the medical necessity of the prohibited substance.

G. Actions to be taken for crimes involving drugs or alcohol:

If a Campus Security Authority (CSA) becomes aware of a drug or alcohol related crime that occurs within any area defined as "Clery geography" by the College's Clery Act Compliance Policy or during a

GRCC sponsored event, that crime must be reported to GRCC Police. Human Resources and the President of the College shall have the responsibility for determining the appropriate course of action for employees who are convicted of drug or alcohol offenses during their employment with GRCC.

H. Confidentiality:

Information and records relating to positive test results, drug and alcohol dependencies and legitimate medical explanations shall be kept confidential to the extent required by law and maintained in secure files separate from normal personnel files. Such records and information may be disclosed among managers on a need-to-know basis and may also be disclosed when relevant to a grievance, charge, claim or other legal proceeding initiated by or on behalf of an employee or applicant.

I. Prevention and awareness:

In compliance with the Drug Free Schools and Communities Act, Grand Rapids Community College publishes information regarding the College's educational programs related to drug and alcohol abuse prevention; sanctions for violations of federal, state, and local laws and College policy; a description of health risks associated with alcohol and other drug use; and a description of available treatment programs for GRCC students and employees. A complete description of these topics, as provided in the College's annual notification to students and employees, is available on GRCC's Human Resources webpage <https://www.grcc.edu/faculty-staff/human-resources/employee-groups-resources/drug-alcohol-abuse-resources>.

J. Guests:

Guests who are found in violation of this policy will be asked to leave campus.

XI. Forms

Employee Agreement to Submit to Medical Review
GRCC Policy Clery Crime Report Form (available on the GRCC Police Department webpage)

XII. Effective Date

September 2012

XIII. Policy History

Replaces previous policy 8.11 Abuse of Alcohol and other Substances

This policy will be reviewed on an annual basis to ensure that it accurately reflects institutional policy, procedures, programs and campus safety plan.

Revised - June 2015

Revised - September 2016

Revised - September 2017

Revised - November 2018, due to passage of Proposal 1

June 2019

June 2020

June 2021

June 2022

May 2023 - formatting and grammatical changes, clarification regarding procedures to address policy violations by employees.

May 2024 - Clarification regarding Clery geography for CSA reportable crimes

XIV. Next Review/Revision Date

May, 2026

DRUG AND ALCOHOL AWARENESS PROGRAMS

Students

The college offered the following primary prevention and awareness programs for students in 2024:

Date	Program	Who Delivered	Location	Target Audience	Prohibited Behavior Covered
Ongoing	Substance Abuse Screenings	Center for Counseling and Well-Being	Online	Students and Employees	Free, anonymous screening tool to assess symptoms which are consistent with drug abuse.
3/18/24	Social Media - National Drug and Alcohol Facts Week Tabling	Marketing and Communications	Instagram	GRCC Students	Prevent the abuse of alcohol by GRCC students and sharing a description of the health risks associated with the use of alcohol abuse
3/18/24	National Drug and Alcohol Facts Week Tabling	Student Life and Leadership	Student Center Building, 1st Floor Corridor	GRCC Students	Prevent the abuse of alcohol by GRCC students and sharing a description of the health risks associated with the use of alcohol abuse
3/18/24	National Drug and Alcohol Facts Week: Impact of Alcohol Misuse Flier	Student Life and Leadership	20 Bulletin Boards across the campus	GRCC Students	Prevent the abuse of alcohol by GRCC students and sharing a description of the health risks associated with the use of alcohol abuse
9/2/24	Social Media - student Health & Wellness Fair	Marketing and Communications	Instagram	Students	Substance Abuse Education Program;
9/4/24	Student Health & Wellness Fair	Student Life and Leadership	SCIE 125/127 & 113/114	Students	Substance Abuse Education Program;
10/8/24	Mental Health Screening Event	Center for Counseling and Well-Being	Lakeshore Campus Atrium	Students	Tabling events for students to complete free mental health screen and connect to resources.
10/10/24	Mental Health Screening Event	Center for Counseling and Well-Being	Student Center 3rd Floor Lobby	Students	Tabling events for students to complete free mental health screen and connect to resources.
10/11/24	Mental Health Screening Event	Center for Counseling and Well-Being	Student Center 3rd Floor Lobby	Students	Tabling events for students to complete free mental health screen and connect to resources.
11/6/24	Harm Reduction Tabling	Student Life and Leadership	Student Center 1st Floor	Students & Employees	Prevent the abuse of nicotine, cannabis, vaping; inform students & employees of rules and regulations about prohibited use on campus

Date	Program	Who Delivered	Location	Target Audience	Prohibited Behavior Covered
11/6/24	Social Media - Harm Reduction Tabling	Marketing and Communications	Instagram	Students & Employees	Prevent the abuse of nicotine, cannabis, vaping; inform students & employees of rules and regulations about prohibited use on campus
11/19/24	Harm Reduction Tabling	Student Life and Leadership	Lakeshore Campus Atrium	Students & Employees	Prevent the abuse of nicotine, cannabis, vaping; inform students & employees of rules and regulations about prohibited use on campus

Employees

The college offered the following primary prevention and awareness programs for employees in 2024:

Date	Program	Who Delivered	Location	Target Audience	Prohibited Behavior Covered
Ongoing	Substance Abuse Screenings	Center for Counseling and Well-Being	Online	Students and Employees	Free, anonymous screening tool to assess symptoms which are consistent with drug abuse.
5/2/24	An Employers Guide to Substance Use Concerns in the Workplace	Pine Rest and Human Resources	Zoom (virtual platform)	GRCC Employees	Treatment options, understanding the impact of substance use disorder (SUD) at work, signs and symptoms of use, action planning and law. Also shared the link to the DAAPP and Drug and Alcohol Policy
11/6/24	Harm Reduction Tabling	Student Life and Leadership	Student Center 1st Floor	Students & Employees	Prevent the abuse of nicotine, cannabis, vaping; inform students & employees of rules and regulations about prohibited use on campus
11/6/24	Social Media - Harm Reduction Tabling	Marketing and Communications	Instagram	Students & Employees	Prevent the abuse of nicotine, cannabis, vaping; inform students & employees of rules and regulations about prohibited use on campus
11/19/24	Harm Reduction Tabling	Student Life and Leadership	Lakeshore Campus Atrium	Students & Employees	Prevent the abuse of nicotine, cannabis, vaping; inform students & employees of rules and regulations about prohibited use on campus

DRUG AND ALCOHOL RESOURCES

GRCC also offers the following resources:

- Alcohol Abuse Awareness during Welcome Week.
- The GRCC Center for Counseling and Well-Being webpage offers free, online, behavioral health screenings, including on the topics of alcohol and substance use. These can be accessed at grcc.edu/SelfHelp.
- Through the GRCC Center for Counseling and Well-Being, students were provided free access to licensed counselors on campus. Services include mental health screenings that incorporate substance abuse, consultations and referrals to outside agencies.
- Student athletes were presented with general information during orientation about alcohol and drug use, as well as resources if they find themselves struggling with abuse.
- As part of our Addiction Studies Certificate, GRCC offered the following classes for credit:
 - CJ 245 Substance Abuse
 - CJ 246 Alcohol Use and Abuse
 - CJ 275 Addiction Treatment with Diverse Populations
- Human Resources provides all new and current employees compliance training via Vector Solutions. The Drug and Alcohol Prevention compliance package includes Abuse Prevention and a Drug Free Workplace Video.
- Substance abuse treatment is covered by all medical plans offered by Grand Rapids Community College. Employees paid only their plan's deductible or co-pay for all treatment services.
- Leaves of absence are available for drug and alcohol abuse treatment. GRCC offers leaves covered under the Family and Medical Leave Act and those not covered by the act. Interested employees work with GRCC's Human Resources department to request a leave to participate in treatment, and the reason for the leave is kept confidential. Leaves may be full leaves, meaning the employee is entirely absent from work, or the employee may take an intermittent leave of absence. Leaves are coordinated through and documented by the employee's treatment provider.
- The college offers an Employee Assistance Program (EAP). Employees are eligible for up to three sessions per episode of care at no cost for the employee. If further is required, the employee's health care provider may provide coverage.



SEXUAL ASSAULT, DOMESTIC VIOLENCE, DATING VIOLENCE & STALKING

POLICIES AND PROCEDURES

GRCC prohibits the crimes of dating violence, domestic violence, sexual assault, and stalking. This section provides the required Clery/VAWA statements on prevention and response. Reports are addressed under Policy 6.2 Non-Discrimination, Anti-Harassment and Equal Opportunity, and, where applicable, Policy 6.5 Title IX Sexual Harassment Policy. Full policies are available on the College Policies webpage, grcc.edu/faculty-staff/general-counsel/policies.

POLICY FRAMEWORK & INSTITUTIONAL OVERSIGHT

Policy 6.2 Non-Discrimination, Anti-Harassment and Equal Opportunity

Policy 6.2 applies to all members of the College community (students, employees, trustees, volunteers, contractors, and visitors) and covers non-Title IX sex-based discrimination and harassment. It also addresses dating violence, domestic violence, sexual assault, and stalking when the conduct does not meet Title IX jurisdiction. The policy defines prohibited behavior (including retaliation), explains where and how to file a complaint, and outlines intake and assessment, investigation, written findings using the preponderance of the evidence standard, and available appeal or grievance routes. It also describes privacy and confidentiality and how to access supportive and protective measures regardless of whether a police report or formal complaint is filed. The Office of Institutional Equity administers Policy 6.2. The current text is available on the College Policies webpage, grcc.edu/faculty-staff/general-counsel/policies.

Policy 6.5 Title IX Sexual Harassment Policy

Policy 6.5 applies to conduct occurring in the United States within the College's education programs or activities that meets Title IX definitions (quid pro quo; severe, pervasive, and objectively offensive hostile environment; and sexual assault, dating violence, domestic violence, and stalking). The policy defines prohibited behavior; explains reporting options and supportive measures; and sets out the formal grievance process, including notice, investigation, a hearing with advisor-conducted cross-examination, a written determination under the preponderance of the evidence standard, and appeal. Retaliation is prohibited. The Office of Institutional Equity, led by the Title IX Coordinator, oversees compliance and enforcement. The current text is available on the College Policies webpage, grcc.edu/faculty-staff/general-counsel/policies.

Office of Institutional Equity

The Office of Institutional Equity (OIE), led by the Director of Equal Opportunity Compliance and Title IX Coordinator, has primary responsibility for administering and enforcing Policy 6.2 Non-Discrimination, Anti-Harassment and Equal Opportunity and Policy 6.5 Title IX Sexual Harassment Policy. OIE oversees prevention and education efforts; receives and assesses reports; provides supportive and protective measures; conducts or coordinates investigations and resolutions; and manages related training, compliance, and hearing processes (as applicable under Policy 6.5). More information about prevention, support, response, investigations, and hearings is available on the College website (see the College Policies webpage), grcc.edu/faculty-staff/general-counsel/policies.

DEFINITIONS

This section provides the definitions used in GRCC Policies, 6.2 and 6.5, for campus administrative processes. These policy definitions are grounded in the U.S. Department of Education's Title IX regulations and incorporate the Violence Against Women Act (VAWA) definitions (dating violence, domestic violence, sexual assault, and stalking). Where appropriate, GRCC's policy language may further articulate these concepts or adopt protections that are broader than federal or state criminal statutes. Where jurisdiction-specific definitions are required, GRCC defers to Michigan criminal statutes [see appendix: Michigan Criminal Law Definitions].

Advisor: A person chosen by a party, or where applicable, appointed by the College, to accompany a party to meetings related to the resolution process, to advise the party on that process and to conduct cross-examination on behalf of the party at a hearing, if any.

Confidential Employee: An employee with confidentiality bestowed by law or professional ethics who is exempt from mandatory reporting requirements when functioning within the scope of their duties to which privilege or confidentiality applies.

Complainant: An individual who is alleged to be the victim of conduct that could constitute sexual harassment, which includes the crimes of sexual assault, domestic violence, dating violence, and stalking.

Consent: Michigan law does not define consent. For purposes of GRCC Policies 6.2 and 6.5, consent is a clear, freely given, “yes” to engage in a particular activity, including sexual activity. Consent can be given by words or actions, as long as those words or actions create mutually understandable clear permission regarding willingness to engage in (and the conditions of) an activity covered by the Title IX policy, including sexual activity. The absence of “no” is not consent. Silence, in and of itself, cannot be interpreted as consent. Similarly, a freely given, verbalized “yes” will contribute to a mutual understanding that consent has been given and received.

Any sexual activity without consent is prohibited by the Title IX policy when a participant knew or reasonably should have known that consent was not present or had been withdrawn. However, consent, whether verbal or nonverbal, that has been coerced does not constitute valid consent. To coerce consent means to gain consent through force, intimidation, or a verbal or physical threat of force.

Individuals who consent to sex must be able to understand what they are doing and do so willingly. A person may not be able to give consent if: they are under the age of 16; if they are legally mentally incapable; or mentally or physically incapacitated due to the influence of drugs, alcohol, sleep, unconsciousness, or any condition that impairs their ability to give knowing, voluntary agreement

Consent to any one form of sexual activity does not automatically imply consent to any other forms of sexual activity.

Previous relationships or prior consent does not imply consent to future sexual acts.

Consent may be withdrawn at any time, even during the course of sexual activity. If consent is withdrawn during the course of sexual activity, that activity should cease within a reasonably immediate time. Consent to engage in sexual activity with or without certain conditions (such as use of a condom) must be respected; disregarding those conditions or removing protection without permission invalidates consent.

Dating Violence: Violence committed by an individual who is in or has been in a social relationship of a romantic or intimate nature with the complainant; and where the existence of such a relationship shall be determined based on a consideration of the following factors:

1. Length of the relationship;
2. Type of relationship; and
3. Frequency of the interaction between the individuals involved in the relationship.

Domestic Violence: Violence on the basis of sex committed by a person who:

1. Is a current or former spouse or intimate partner of the complainant under the family or domestic laws of the State of Michigan or a person similarly situated to a spouse of the victim;
2. Is cohabitating with, or has cohabitated with, the complainant, as a spouse or intimate partner;
3. Shares a child in common with the complainant; or
4. Commits acts against a youth or adult complainant who is protected from those acts under the family or domestic laws of the State of Michigan.

Respondent: A person who is alleged to have engaged in conduct that could constitute sexual harassment, retaliation or other conduct prohibited by the Title IX policy.

Responsible Employee: Any employee (including student employees) who is not designated as a “confidential employee” and who, as part of their role, has a duty to report incidents of sexual harassment, sexual misconduct, or retaliation. Responsible Employees are required to promptly share all known details of actual or suspected prohibited conduct with the Title IX Coordinator or a Deputy Title IX Coordinator.

Sexual Assault: Any sexual act, including Rape, Fondling, Incest, and Statutory Rape directed against another person, without the consent of the complainant, including instances where the complainant is incapable of giving consent; also, unlawful sexual intercourse.

Rape: 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 complainant, including in circumstances when the complainant is incapable of giving consent.

Fondling: The touching of the private body parts (breasts, buttocks, groin) of the complainant by the respondent or causing the complainant to touch the respondent's private body parts intentionally for a sexual purpose without the consent of the complainant, including instances where the victim is incapable of giving consent.

Incest: Nonforcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by the laws of the State of Michigan.

Statutory Rape: Nonforcible sexual intercourse with a person who is under the statutory age of consent of the State of Michigan.

Stalking: Engaging in a course of conduct, on the basis of sex, that is directed at a specific person, that would cause a reasonable person (under similar circumstances and with a similar identity to the complainant) to:

1. Fear for their safety or the safety of others; or
2. Suffer substantial emotional distress.

UNDERSTANDING TRAUMA & GETTING SUPPORT

Experiences of dating violence, domestic violence, sexual assault and stalking can affect people in different ways and on different timelines. Trauma may influence emotions, behavior, thinking, and physical well-being. Common emotional responses can include anxiety, shame, sadness or grief, guilt, and anger. Behavioral changes may include hypervigilance, avoidance, withdrawal or isolation, sleep or eating disruptions, difficulty with daily routines, increased use of alcohol or other substances, or self-injury. Cognitive effects can include shock, disbelief, intrusive thoughts, difficulty concentrating, or disturbances in memory. Physical responses may include headaches, gastrointestinal discomfort, fatigue, or generalized pain. Not everyone will experience these reactions, and their intensity can vary over time.

If you have experienced dating violence, domestic violence, sexual assault, or stalking, you do not have to face it alone. Support is available whether or not a report or formal complaint is made. GRCC can offer supportive measures tailored to individual needs, such as academic adjustments, work related modifications, mutual no contact directives, safety planning, and appropriate referrals to medical or counseling services, without charge and without requiring participation in any disciplinary process (see "Protective & Supportive Measures, and Emergency Removal/Administrative Leaves"). Confidential counseling is available through campus and community resources (see Reporting, Section "On & Off Campus Services").

Seeking Care & Preserving Evidence

After an incident of sexual assault, dating violence or domestic violence, the victim should consider seeking medical attention as soon as possible. Preserving physical and digital evidence can support criminal processes, College proceedings, and requests for court orders. As time passes, evidence may dissipate or become lost or unavailable, thereby making investigation, possible prosecution, disciplinary proceedings, or obtaining personal protection orders related to the incident more difficult. If a person chooses to not make a complaint regarding an incident, they should consider speaking with the GRCC Police or local law enforcement to preserve evidence in the event that they change their mind at a later date. The preservation of evidence will assist in proving that the alleged criminal offense occurred or that may be helpful in obtaining a protection order.

Seeking medical care and reporting are voluntary. Individuals may choose any or none of the options below.

Immediate safety and medical care

If anyone is in immediate danger, call 911. For campus emergency response, contact GRCC Police at (616) 234-4911.

A medical forensic exam, often called a SANE exam, can document injuries and collect evidence. Exams are most effective within 120 hours, but medical care is recommended at any time. An exam does not require filing a police report. Evidence can be stored while the individual decides about reporting. Regional SANE services are available, including the YWCA in Kent County and Resilience in Ottawa County (see Reporting, Section “On & Off Campus Services”).

To preserve physical evidence before an exam, avoid bathing, showering, douching, using the restroom if possible, changing clothes, brushing teeth, or cleaning the area. If clothing is changed, place each item in a separate paper bag, not plastic. Bring a change of clothes to the exam site.

Suspected Drug-Facilitated Assault

If drugging is suspected, request medical attention and toxicology testing as soon as possible. Some substances metabolize quickly, and early testing can improve the chance of detection.

Physical Evidence to Preserve

- Clothing, undergarments, and linens kept unwashed in separate paper bags
- Photographs of injuries or property damage, time stamped if possible
- Relevant items or packaging such as bedding, wrappers, or notes
- Medical records, discharge paperwork, and receipts related to care

Digital Evidence & Documentation

- Text messages, emails, call logs, voicemails, direct messages, and social media content
- Screenshots and original files, without deleting the underlying content
- Photos, videos, location data, and timeline entries
- A dated log of incidents that notes times, locations, witnesses, and any impacts

Relationship Violence & Stalking Evidence

- Photos of injuries and damaged property
- Screenshots or saved copies of threatening, abusive, or unwanted communications
- Vehicle or device tracking information, financial or account records that reflect monitoring or control
- A safety plan developed with an advocate, when possible, especially before leaving an abusive situation or serving legal papers

Getting help and reporting options

Individuals may report to the College, to law enforcement, to both, or to neither (unless a mandatory reporting requirement applies). The College will assist with contacting law enforcement upon request. Supportive and protective measures are available regardless of whether a criminal report or formal complaint is filed. More information on reporting can be found in the “Reporting” section.

Note on Court Orders

Evidence preservation can assist with Personal Protection Orders or similar court orders. Details about court orders and College no-contact directives are provided in the “Protective Measures, Supportive Measures, Accommodations, & Emergency Removal/Administrative Leaves” section.

Protective & Supportive Measures, and Emergency Removal/Administrative Leaves

How to Request

Requests for supportive measures are made to the Office of Institutional Equity (OIE) by emailing TitleIX@grcc.edu or by calling (616) 234-4999. Only information necessary to arrange support will be shared, and requests may be modified at any time.

GRCC cannot apply for a legal order of protection, no-contact order or restraining order for a victim, though members of the Title IX office and GRCC Police Department may assist the victim, see “Personal Protection Order” section.

Determination and Implementation

Upon receipt of a report of domestic violence, dating violence, sexual assault or stalking, GRCC will provide written notification to students and employees about protective and supportive measures available to them, including academic, living, transportation, protective orders and working situations. The written notification will also explain how to request protective or supportive measures, identify available assistance in requesting them, and provide the name and contact information of the appropriate College office or individual.

GRCC representatives will strive to maintain confidentiality regarding all measures provided to the Complainant.

Protective and supportive measures could be requested throughout the investigation process as interim measures, through the hearing and appeal process, or as part of the final resolution and sanctions. The availability of protective measures does not depend on the Complainant’s reporting the crime to campus or local police.

Duration & Review of Protective & Supportive Measures

Protective measures and supportive measures are available to both the complainant and the respondent, whether or not a complaint is filed, to ensure equal access to the College’s education and employment programs and activities. The Title IX Coordinator conducts an individualized assessment and reviews requests from both parties to determine measures that are appropriate and reasonably available at no cost.

Either party may request modification or termination of measures based on changing circumstances. Either party may also challenge a decision to provide, deny, modify, or terminate measures applicable to that party; challenges are reviewed by an impartial employee who did not implement the original measures. Where a student or employee is an individual with a disability under Section 504 or the ADA, the Title IX Coordinator may consult Disability Support Services and/or the ADA Coordinator in determining appropriate measures.

Protective Measures: Court & College Orders

Individuals at Grand Rapids Community College may be protected by different types of orders, or protective measures, issued by the court or by the College itself. These orders are designed to enhance safety, prevent harassment, and reduce the risk of violence. Common forms include Personal Protection Orders (PPOs), Extreme Risk Protection Orders (ERPOs), and GRCC No Contact Orders.

GRCC complies with Michigan law in recognizing personal protection orders. Any person who obtains an order of protection from Michigan, or any other state, should provide a copy to the GRCC Police and OIE. A complainant may then meet with GRCC Police or Title IX to develop a Safety Action Plan, which is a plan for GRCC Police and the victim to reduce risk of harm while on campus or coming and going from campus. This plan may include, but is not limited to: escorts, special parking arrangements, providing a temporary cellphone, changing classroom location, or allowing a student to complete assignments from home. The College cannot apply for a legal order of protection, no contact order, or restraining order for a victim from the applicable jurisdiction(s).

Personal Protection Order

Any person who obtains an order of protection from Michigan or any reciprocal state (Per MCL. 600.2950), upon service, a personal protection order (PPO) may also be enforced by another state, Indian tribe, or a territory of the United States) should provide a copy to the GRCC Police Department and the appropriate jurisdiction of record. A complainant may then meet with the GRCC Police Chief or Title IX coordinator and the Director of the Center for Student Life and Leadership to develop a plan to reduce the risk of harm while on campus or coming and going from campus. GRCC will assess the need to implement interim or long-term protective measures to

protect the complainant and if appropriate will provide a “No Trespass” directive to the accused party. GRCC cannot apply for a legal order of protection, no contact order or restraining order for a victim, though members of the Title IX office and GRCC Police Department may assist the victim.

In Kent County, a victim may apply directly for these services with the 17th Circuit Court Personal Protection Orders Department (180 Ottawa NW, Suite 3500, Grand Rapids, MI 49503, telephone number (616) 632- 5071), Monday through Friday, from 8 a.m.-5 p.m. All PPO forms are processed through TurboCourt via the accesskent.com/Courts/17thcc/ppo.htm website. If possible, they ask you to print the necessary documents and bring them with you. Personal Protection Orders may be obtained through the Personal Protection Orders Department, which assists victims of domestic violence and victims of stalking in obtaining personal protection orders, and assists the petitioning party with processing extensions and addressing violations.

They also assist restrained parties with the process of making objections.

In Ottawa County, a victim may apply directly for a PPO at the Circuit Court Records Division for the Clerk’s Office, 414 Washington Avenue, Room 320, Grand Haven, MI 49417, telephone number (616) 846-8315.

Business hours are Monday-Friday, 8 a.m.-5 p.m. The personal protection action involves seeking an order from the court to protect the complainant from harassment, assaulting, beating, molesting, wounding or stalking by another person. No filing fee is assessed. More information can be found online at miottawa.org/clerk/circuit-court-records/ppo/.

Both PPO Office’s will assist in making the filing process go as smoothly as possible. Please remember that if you have initiated your own lawsuit, you are representing yourself in this action. The PPO staff are not attorneys, investigators, enforcers or process servers.

Statutory Requirements

Personal Protection Orders are not for civil matters such as custody and neighbor disputes. For help in neighbor conflict in Kent County, contact the Dispute Resolution Center at (616) 774-0121. In Ottawa/ Allegan County, contact the Mediation Services Center for dispute resolutions at (616) 399-1600. Petitioner must be at least 18 years old unless accompanied by someone of that age or older who will consent to be petitioner’s NEXT FRIEND, preferably a parent.

Other Requirements

A PPO can be filed at any PPO Office within the state of Michigan. Parties filing need to present valid picture ID (includes other state driver’s license, passport or school identification). A signed personal protection order must be served upon the respondent and a proof of that service needs to be filed in the case.

Enforcement of a PPO

If a violation occurs, do not call the PPO office, call the police. A police report is helpful, but not required to pursue a violation of the respondent through the courts. If no arrest is made and you wish to pursue the violation, contact the PPO Office for paperwork to schedule a hearing. Please note that only the judge may change the conditions of or dismiss the PPO.

Change of Address

Persons who obtain Personal Protection Orders will be responsible for providing the PPO office from which they obtained the order with any updated address or phone number changes for the duration of the order.

Extreme Risk Protection Order (ERPO)

Extreme Risk Protection Order (ERPO) laws, also known as “red flag law”, authorize civil courts to temporarily prevent individuals at risk of harming themselves or others from possessing or purchasing firearms. An ERPO is a civil action and does not generate a criminal record. By

temporarily removing access to firearms from individuals in crisis, the ERPO aims to prevent potential tragedies, such as suicides or mass shootings.

Family and household members, including current and former spouses, dating partners, roommates and anyone who shares a child with the respondent, can petition the court to issue an ERPO. Additionally, law enforcement officers and healthcare providers, including licensed mental health workers, can also petition the court for an ERPO.

A final ERPO lasts for up to one year. At the end of that year, law enforcement, a family or household member, or a healthcare provider may ask the court to renew the order. The order can be extended for an additional year if the court finds that the individual continues to pose a serious physical risk to themselves or others by possessing a firearm.

Three types of ERPO's in Michigan:

1. Immediate Emergency Ex Parte ERPO: Filed by law enforcement. These petitions can be filed verbally, over the phone, by an officer responding to a complaint involving someone in crisis who the officer reasonably believes is an imminent risk. If granted, the court will schedule a hearing within 14 days to determine if a final ERPO should be ordered.
2. Ex Parte ERPO: Filed when the petitioner believes there is an imminent risk of the respondent harming themselves or others. The petitioner must provide substantial evidence of this risk. If the request is denied, the petitioner can request a hearing within 21 days, which will be scheduled within 14 days of the request. If granted, the respondent can request a hearing within 7 days, to be scheduled within 14 days. Without a request, the ex parte ERPO is effective for up to one year.
3. Final ERPO: Scheduled under three circumstances: if no ex parte ERPO is requested, if an ex parte ERPO is denied and a hearing is requested, or if an ex parte ERPO is granted and the respondent requests a hearing. The petitioner must attend and serve the respondent with a notice of hearing, providing substantial evidence of the risk. If ordered, a final ERPO is effective for up to one year.

Individuals who refuse or fail to comply with an ERPO are subject to penalties in addition to any other criminal offenses arising from the same conduct. Penalties range from imprisonment up to 1 year and/or a \$1,000 fine to imprisonment up to 5 years and/or \$20,000 in fines. Non-compliance can also result in an extended ERPO effective for one year after the expiration of the preceding order. The court may also enforce an ERPO by charging the restrained individual with contempt of court. Individuals who knowingly and intentionally make false statements to the court in support of an ERPO are subject to penalties ranging from 93 days in jail and/or a \$500 fine to imprisonment for up to 5 years and/or a \$20,000 fine.

For assistance, contact your local police department or the family division of the Circuit Court.

GRCC No Contact Order

GRCC may also issue an institutional no contact order if deemed appropriate or at the request of the victim or accused. To the extent of the victim's cooperation and consent, college offices will work cooperatively to ensure that the complainant's health, physical safety, work and academic status are protected, pending the outcome of a formal college investigation of the complaint.

Supportive Measures

In accordance with Title IX, supportive measures are available to both complainants and respondents, whether or not a criminal report or formal complaint are filed. Supportive measures are non-disciplinary, non-punitive, and provided at no cost. They are designed to restore or preserve equal access to GRCC's education and employment programs and activities without unreasonably burdening either party. Supportive measures may not unreasonably burden either party and are designed to protect the safety of the parties or the educational environment or to provide support during the resolution process.

Examples include academic adjustments such as deadline extensions, excused absences, or section changes; workplace modifications such as temporary reassignment or duty adjustments; transportation or parking

assistance; campus safety planning and escorts; mutual or tailored no-contact directives; and referrals to confidential counseling, health care, advocacy, and legal resources. The Title IX Coordinator conducts an individualized assessment to determine what measures are appropriate and reasonably available.

Emergency Removal and Administrative Leaves

In certain circumstances, GRCC may take immediate action to protect the safety of the campus community. Following an individualized safety and risk analysis, the Director for Equal Opportunity and Title IX Coordinator, or designee, may remove a student respondent from an education program or activity on an emergency basis when an imminent and serious threat to the physical safety of any person arising from the allegations justifies removal. The respondent will promptly receive notice and an opportunity to challenge the removal. GRCC may place an employee on administrative leave during the pendency of an investigation, even where the requirements for emergency removal are not met.

REPORTING

Individuals may report to the College, to law enforcement, to both, or to neither (unless a mandatory reporting requirement applies). College and criminal processes are parallel and independent.

How & To Whom to Report

Reports concerning sexual assault, dating and domestic violence, and stalking may be made at any time with the College's Director of Equal Opportunity and Title IX Coordinator, or designee, (or Deputy Title IX Coordinator) by phone, email, in person, or by utilizing the online reporting form. You do not need to decide on a course of action before reporting.

Director of Equal Opportunity Compliance and Title IX Coordinator
Office of Institutional Equity
Email: institutionalequity@grcc.edu
Phone: (616) 234-4999

Individuals may also make a report with the GRCC Police or other law enforcement. For emergencies call 911. For campus response, contact GRCC Police's emergency line at (616) 234-4911 or non-emergency line at (616) 234-4010. Although GRCC strongly encourages all members of its community to report violations of the Title IX policy to law enforcement (either GRCC or local law enforcement), it is the Complainant's choice whether to make such a report, and Complainants have the right to decline involvement with the police. The Title IX Coordinator can also assist an individual in identifying the proper police jurisdiction and helping them with the reporting process.

GRCC is a commuter campus that reaches multiple jurisdictions, Complainants can contact the local police department in which the incident occurred. Incidents occurring on a GRCC Grand Rapids Campus, may be reported to the GRCC Police Department by calling (616) 234-4010 or by contacting the Grand Rapids Police Department at (616) 456-3400. Incidents occurring at the GRCC Lakeshore Campus may be reported to the GRCC Police Department or to the Ottawa County Sheriff's Office at (800)-249-0911. Complainants can also contact GRCC Police for assistance in locating the appropriate jurisdiction to report a crime.

Reports of all domestic violence, dating violence, sexual assault and stalking and other potential violations of policy 6.2 and 6.5, which are made to GRCC Police, will automatically be referred to the Title IX Coordinator for review regardless of the Complainant's desire to pursue criminal charges. The Title IX Coordinator is a Campus Security Authority. For the purposes of Clery crime reporting, the Title IX Coordinator will report where an incident occurred, without any personally identifying information, to the GRCC Police Department. The college will proceed with an investigation without the Complainant if there is a potential danger to the campus or the community.

Making a police report is about formally documenting an event so law enforcement has a record of the incident and can take appropriate action. The report may be used later as evidence in a criminal case, to identify patterns of behavior, or simply as documentation for future reference. Even if no immediate action is taken, having a report on file ensures there is a record if it's needed later. A report can be made in person at the police department or by calling to have an officer respond to the scene. Sometimes online reports may be made for non-urgent matters. The officer will collect as much detail, such as, what happened,

when and where it happened, who was involved and collect any evidence. The officer then writes the information into their system as an official record. You will usually receive a case number, which lets you follow up or request a copy of the report. Not every report leads to an investigation, sometimes it is mainly documentation and other times it can start a criminal investigation. GRCC accepts anonymous and third-party reports. The College's ability to respond may be limited when contact information is not provided. The College will take reasonable steps to address anonymous reports to the extent possible based on the information reported and collected.

All College employees, except those designated confidential, are responsible employees. If an employee learns of possible sexual assault, dating violence, domestic violence, stalking, or sexual harassment involving a student or employee, they must promptly share all known details with the Office of Institutional Equity. Responsible employees cannot promise confidentiality but will limit sharing to personnel who need to know.

Confidential resources include licensed counselors and health care providers acting in those roles, and recognized off-campus victim advocates. These resources generally will not share information with the College or law enforcement without the individual's permission, except in rare circumstances such as imminent harm or abuse of a minor.

If an individual wants to speak confidentially, they should contact a confidential resource. They can still receive supportive measures from the College without filing a formal complaint or police report.

Procedures The College Will Follow

In the event of a report of sexual harassment, sexual assault, dating violence, domestic violence, stalking, or other prohibited discrimination or harassment, GRCC follows procedures designed to be fair, equitable, and sensitive to all parties. These procedures include informing individuals of their right to file criminal charges, providing written information about available services and resources, and implementing measures to protect safety and ensure equal access to college programs.

The process is outlined as follows:

1. **Assess Immediate Safety Needs.** The Title IX Coordinator, or designee, will conduct an initial safety and risk assessment and, if needed, coordinate with GRCC Police to ensure the immediate safety of involved parties and the campus community.
2. **Provide Medical and Support Services.** Depending on when the incident is reported, individuals will be assisted in obtaining medical care and offered referrals to counseling, advocacy, mental health, legal, immigration/visa, disability support, and financial aid resources.
3. **Inform of Law Enforcement Options.** Complainants will be informed of their right to contact GRCC Police or local law enforcement and will be offered assistance in making such contact if desired.
4. **Provide Written Rights and Options.** All parties will receive a written notice outlining rights, options, and resources, including information about protective measures, supportive measures, and accommodations; how to request them; and the appropriate College contact for doing so.
5. **Explain Protection Orders.** Individuals will be provided written information about how to obtain a court-issued Personal Protection Order (PPO) or Extreme Risk Protection Order (ERPO) and offered assistance in pursuing those options.
6. **Implement Protective/Supportive Measures.** The Title IX Coordinator will coordinate protective measures, supportive measures, and accommodations as appropriate. These may include no-contact directives, class or housing changes, transportation adjustments, workplace modifications, campus escorts, or other individualized remedies.
7. **Provide Policy Information and Timeframes.** The complainant will be given a copy of the applicable policy (Policy 6.5 or 6.2) and informed about the relevant procedures, expected timeframes for inquiry, investigation, and resolution, and the process for notification of outcomes.
8. **Advice on Anti-Retaliation Protections.** GRCC will remind all parties that retaliation is strictly prohibited and that immediate action will be taken if retaliation is reported.
9. **Proceed with Investigation/Resolution.** The Title IX Coordinator will determine whether the report falls under Policy 6.5 (Title IX Sexual Harassment) or Policy 6.2 (Non-Discrimination, Anti-Harassment, and Equal Opportunity) and will follow the appropriate procedure (Procedure A or B). The College may initiate action even if a complainant does not wish to file a formal complaint, when necessary to protect the community.

Notification of Rights & Options

When an individual reports dating violence, domestic violence, sexual assault, or stalking to the College, the College will provide written information explaining: available supportive and protective measures; how to request changes to academic, living, transportation, or working situations; how to file a formal complaint under Policy 6.2; how to contact law enforcement or decline to do so; available on- and off-campus services (counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid); and information about preserving evidence.

As part of the provision of resources offered to Complainants and reporting students, GRCC will provide information about various on- and off campus resources listed below. The majority of these resources are available at no cost.

On-Campus Services

Types of Service	Service Provider	Description of Services	Contact Information
Counseling/ Mental Health	Grand Rapids Community College	One-hour personal counseling sessions	(616) 234-4130 or visit third-floor of GRCC's Student Center
Medical/Health	HealthBar	GRCC has contracted with HealthBar to operate an on-site student health clinic 16 hours a week. The clinic will operate on Monday and Thursday and allow for appointment based and walk-in services. Medical emergencies should be reported to campus police by calling (616) 234-4911.	(616) 234-2220 or visit the ATC, Room 223 and 223A www.healthbar.com
Victim Advocacy	GRCC Counselors can offer referrals to off-campus victim advocates.	n/a	n/a
Legal Assistance	No on-campus legal assistance available.	n/a	n/a
Disability- Related Assistance	GRCC Disability Support Services	Advising related to disabilities and accommodations in academic setting.	(616) 234-4140 or third-floor of GRCC's Student Center.
Visa and Immigration Assistance	GRCC Admissions Office	Guidance related to student visa information	(616) 234-3300; first-floor of GRCC's RJF Building, or online at: grcc.edu/CurrentInternationalStudents .
Student Financial Aid	GRCC Financial Aid office	Guidance on financial aid eligibility and requirements	(616) 234-4030; first-floor of the RJF Building, or visit the website at: grcc.edu/FinancialAidScholarships .
Other	Title IX Coordinator	Can provide information on resources, prevention, etc.	(616) 234-4999 or contact TitleIX@grcc.edu .

Off-Campus Services

Type of Service	Service Provider	Description of Services	Contact Information
Counseling/Mental Health	Network 180	Provides crisis and ongoing support for uninsured individuals in Kent County.	(800) 273-8255
Counseling/Mental Health	YWCA	The Grand Rapids YWCA provides counseling, support groups and other forms of support for survivors of sexual violence, including Sexual Assault Nurse Exams.	(616) 454-9922
Counseling/Mental Health	Safe Haven Ministries	Safe Haven provides shelter, counseling, and safety planning services for individuals experiencing intimate partner violence.	(616) 452-6664
Counseling/Mental Health	Resilience	Resilience provides counseling services, case management, Sexual Assault Nurse Exams, and ongoing trauma-informed therapy for individuals in Ottawa County who have experienced abuse.	(800) 848-5991
Medical/Health	Students should go to the local emergency room, urgent care, or primary care physician.	n/a	n/a
Legal Assistance	YWCA	The Grand Rapids YWCA provides some legal assistance to complainants, including assistance with filing a Personal Protective Order (PPO).	(616) 426-3727
Legal Assistance	Legal Aid of West Michigan	LAWM provides services for domestic violence survivors, as well as PPO assistance and assistance with VAWA and visa questions.	(616) 774-0672 or www.lawestmi.org
Victim Advocacy	YWCA	The Grand Rapids YWCA provides counseling, support groups and other forms of Victim advocacy and support.	(616) 454-9922

Type of Service	Service Provider	Description of Services	Contact Information
Victim Advocacy	Safe Haven Ministries	Safe Haven provides shelter, counseling, and safety planning services, including victim advocacy (and referrals).	(616) 452-6664
Victim Advocacy	Resilience	Resilience provides counseling services, case management, including victim advocacy (and referrals).	(800) 848-5991
Student Financial Aid	FAFSA Website	Online information for FAFSA filing	www.usa.gov/fafsa
Referral Services	Heart of West Michigan United Way	Provides referral services for community resources.	Call 211 for referral services.
Visa and Immigration Assistance	Justice for our Neighbors	Provides legal and immigration assistance, including DACA.	www.jfonmi.org or (616) 301-7461
Visa and Immigration Assistance	Michigan Migrant Legal Aid	Provides legal and immigration assistance	www.migrantlegalaids.com or (616) 454-5055
Other	Rape, abuse, and Incest National Network	RAINN provides information on prevention, sexual assault resources, and national data.	www.rainn.org or (800) 656-4673
Other	Michigan Coalition to End Domestic and Sexual Violence	MCEDSV provides information on response to sexual assault and training opportunities for prevention. MCEDSV also provides a confidential sexual assault hotline.	www.mcedsv.org or 855-VOICES4

Confidentiality & Privacy

Complainants may request that directory information on file with the College be withheld by request of the Student Records office. Regardless of whether a complainant has opted out of allowing the College to share directory information, personally identifiable information about the complainant and other necessary parties will be treated as confidential and only shared with persons who have a specific need to know (i.e., those who are investigating/adjudicating the report, or those involved in providing support services, including accommodations and protective measures). Information will also be shared with a respondent in an investigation, as required by law. By only sharing personally identifiable information with individuals on a need-to-know basis, GRCC will maintain as confidential any accommodations or protective measures provided to either party to the extent that maintaining such confidentiality does not impair GRCC's ability to provide the accommodation/protective measure.

GRCC does not publish the name of crime victims or other identifiable information regarding victims in the Daily Crime Log or in the annual crime statistics that are disclosed in compliance with the Jeanne Clery Campus Safety Act. Furthermore, if a Timely Warning Notice is issued on the basis of a report of domestic violence, dating violence, sexual assault or stalking, the name of the victim and other personally identifiable information about the victim will be withheld.

Although college officials will maintain an individual's privacy to the best of their ability, individuals should know that college officials (outside the context of licensed mental health professionals working in a counseling role and health professionals hired in their private capacity) may not be able to maintain legal confidentiality of the Complainant, but will maintain their privacy as noted herein. The college's ability to investigate may be limited if a Complainant insists that their name not be disclosed to the alleged perpetrator. The college must weigh such requests for privacy against its duty to provide a safe and nondiscriminatory environment. Investigators and those involved with the investigation are individually charged to preserve privacy with respect to any matter investigated or heard. A breach of the duty to preserve privacy is considered a serious offense and may subject the offender to appropriate disciplinary action. Parties and witnesses are also advised to maintain privacy with regard to these proceedings. If they are college employees, failure to maintain said privacy may result in appropriate disciplinary action. Furthermore, federal law prohibits retaliation against those who file complaints, and the college will take responsive action if such retaliation occurs, up to and including termination for employees and expulsion for students.

DISCIPLINARY PROCEEDINGS

Allegations of dating violence, domestic violence, sexual assault, and stalking are addressed under Policy 6.5 (Title IX Sexual Harassment) when Title IX jurisdiction is met. Allegations that fall outside Title IX, and any related allegations appropriately addressed in parallel, proceed under Policy 6.2 (Non-Discrimination, Anti-Harassment, and Equal Opportunity). The Office of Institutional Equity, led by the Director of Equal Opportunity Compliance and Title IX Coordinator, conducts the initial assessment and applies the College's Procedures for Responding to Complaints of Discrimination, Harassment, and Retaliation.

Proceedings are prompt, fair, and impartial from the initial investigation to the final result; are completed within reasonably prompt timeframes designated by College policy (with extensions permitted for good cause and written notice to both parties of the reason and revised timeframe); are conducted by officials who are annually trained on the following: 1) issues related to dating violence, domestic violence, sexual assault, and stalking, and 2) how to conduct an investigation and hearing process that protects the safety of victims and promotes accountability; Officials shall have no conflict of interest or bias for or against either party; proceedings are consistent with College policies and transparent to both parties; include timely notice of meetings at which either party may be present; and provide both parties and appropriate officials timely and equal access to information that will be used in informal and formal disciplinary meetings and hearings.

GRCC uses a preponderance-of-the-evidence standard and presumes the respondent not responsible unless and until a final determination is made. GRCC applies the definitions in Policies 6.2 and 6.5 for institutional processes (see 'Definitions' section).

Policy Determination & Jurisdiction

Reports may proceed under Policy 6.2 (Non-Discrimination, Anti-Harassment and Equal Opportunity) and/or Policy 6.5 (Title IX Sexual Harassment), as applicable. The Office of Institutional Equity (OIE) conducts an assessment to determine policy coverage and jurisdiction. Students and employees may access either policy pathway as applicable to the allegations and jurisdictional criteria. The College's "Procedures for Responding to Complaints of Discrimination, Harassment, and Retaliation" document, available on the GRCC policies page as an attachment to Policy 6.2 and Policy 6.5, outlines GRCC's process.

Initial Assessment & Safety Measures

Upon receipt of a report by any method, OIE conducts an initial assessment that includes outreach to the involved parties, offers of supportive measures, and an evaluation of immediate health and safety concerns. Emergency removal of a student or administrative leave of an employee may be considered when warranted by an individualized safety and risk analysis consistent with college policy and applicable law.

If the complainant files a formal complaint, OIE evaluates jurisdiction under Policy 6.5 and/or 6.2. When a formal investigation will proceed, the Director of Equal Opportunity and Title IX Coordinator, or designee, assigns an investigator and issues a written notice of investigation, including allegations and other relevant information.

A formal complaint may be dismissed for reasons described in college policy, including when the alleged conduct would not constitute a policy violation even if proven, when the conduct did not occur in a college program or activity, when the complainant requests withdrawal, when a respondent is no longer affiliated with the College, or when specific circumstances prevent GRCC from gathering sufficient evidence. Parties receive written notice of any dismissal and the bases for that decision, with information related to any available appeals.

Investigation and Adjudication of Violations

GRCC investigates and resolves reports of sexual harassment, sexual assault, dating violence, domestic violence, stalking, and other forms of discrimination and harassment through a process that is prompt, fair, and impartial from initial report through final result. Investigations are conducted by trained officials who do not have a conflict of interest or bias for or against any party, and who receive annual training on issues related to dating violence, domestic violence, sexual assault, and stalking, as well as on how to conduct an investigation and resolution process that protects safety and promotes accountability.

Investigations are conducted professionally, expeditiously, and as confidentially as possible, and in a manner consistent with institutional policy and transparent to both parties. GRCC uses a preponderance of the evidence standard for all investigations and determinations.

When GRCC receives a report of sexual harassment, sexual assault, dating violence, domestic violence, stalking, or other discrimination or harassment, the College follows a prompt, fair, and impartial process:

1. Trained, impartial officials conduct investigations and resolution proceedings. Officials receive annual training on issues of sexual misconduct, dating violence, domestic violence, and stalking, and on how to conduct processes that are free from bias or conflict of interest.
2. Notice of allegations is provided to both parties. Written notice includes information about the allegations, the policies implicated, and the process to be followed.
3. Advisors: Both parties may be accompanied by an advisor and/or support person of their choice in any meeting or proceeding. If a matter proceeds to a hearing, each party must have an advisor to conduct cross-examination; if a party does not have one, GRCC will appoint a trained advisor for that limited purpose. GRCC may establish further restrictions to the extent that an advisor may participate in the proceedings and any additional advisor restrictions (including for unionized employees) apply equally to both parties.
4. Access to information: Both parties, and appropriate officials, are given timely and equal access to information that will be used during formal and informal disciplinary meetings or hearings.
5. Investigation process typically includes:
 - a. Identifying the complainant and implicated policies.
 - b. Notifying the respondent of the allegations.
 - c. Interviewing the complainant, respondent, and relevant witnesses.
 - d. Collecting and reviewing evidence such as documents, electronic records, or social media posts.
 - e. Providing both parties and their advisors an opportunity to inspect and review all directly related evidence.
 - f. Sharing a draft investigation report for a 10-business-day comment period before finalization.
6. Timeliness: GRCC aims to complete investigations within 60–90 calendar days from the notice of investigation. Extensions may be granted as needed for thoroughness, with written notice to both parties explaining the reason for any delay.

Fairness and transparency: Both parties receive timely updates on the status of the investigation, reasonable notice of any meetings at which their presence is requested, and information about their rights and options throughout the process.

Withdraw of Compliant

A complainant may choose to withdraw a complaint at any time during the investigation or resolution process. GRCC honors the complainant's decision but may proceed if necessary to protect the safety of individuals or the community.

1. Right to withdraw: The complainant may withdraw their complaint at any stage of the process.

2. Review of community safety: The Title IX Coordinator, in consultation with appropriate College authorities, will determine whether the issues raised require the College to continue the process despite withdrawal.
3. Factors considered include:
 - a. The seriousness of the allegations.
 - b. Whether the alleged conduct presents a danger to the complainant or others.
 - c. Whether a weapon was involved.
 - d. Whether the respondent has prior reports of similar conduct.
 - e. The potential impact of the incident on the broader College community.
4. Notification: If the College determines it is necessary to proceed, the complainant will be informed of the decision and the reasons for continuing the investigation or resolution process.
5. Impact of withdrawal: If a complaint is withdrawn before all appeal options are exhausted, this may affect the outcome or final result of the case.

Determinations, Hearings and Sanctions

GRCC uses a preponderance-of-the-evidence standard for all investigations and determinations under these procedures. The respondent is presumed not responsible unless and until responsibility is determined by the evidence.

- Title IX (Policy 6.5) matters proceed to a live hearing. The Director of Equal Opportunity Compliance & Title IX Coordinator, or designee, appoints a decision-maker(s). At the hearing, the decision-maker(s) rules on relevance, manages questioning, and may limit or disallow questions that are irrelevant, unduly repetitious, or abusive. Parties present questions through their advisors. The decision-maker(s) may place less or no weight on a party or witness statement when that person declines to respond to relevant questions, but will not draw an inference disciplinary based solely on a party's or witness's absence or refusal to answer. After deliberation, the decision-maker issues a determination based on preponderance.
- For non-Title IX sex-based harassment (Policy 6.2), the investigation and determination track depend on the respondent's role. When the respondent is a student, reports are referred to the Center of Student Life and Leadership for investigation and resolution under the Student Code of Conduct. When the respondent is an employee, the Office of Institutional Equity (OIE) conducts the investigation. In either case, the preponderance standard applies, and, where the evidence supports a violation, appropriate corrective or disciplinary action is taken.

After an investigation is completed, GRCC makes a determination of responsibility based on the preponderance of the evidence standard (more likely than not). The outcomes of the investigation may include:

1. Dismissal of the complaint: If it is determined that no violation occurred, the complaint is dismissed and both parties receive written notice.
2. Finding of responsibility: If the evidence supports a violation, a finding of responsibility is issued and both parties, as well as appropriate administrative offices, are notified.

Following a determination of responsibility, both parties receive simultaneous written notification, which includes:

1. The result of any initial, interim, and final decision of the proceeding, including whether or not the respondent was found responsible and any sanctions imposed.
2. Application of the preponderance of the evidence standard.
3. Information about the appeal process.
4. Notice of any change to the result prior to finalization and confirmation when the result becomes final.

Following a finding of responsibility under Policy 6.2 (Non-Discrimination, Anti-Harassment, and Equal Opportunity) and/or Policy 6.5 (Title IX Sexual Harassment), GRCC imposes sanctions to stop prohibited conduct, prevent its recurrence, and remedy its effects.

1. Steps in the Sanction Process
 - a. The finding of responsibility is communicated via a report to the Director of the Center for Student Life & Leadership (for students) or Human Resources (for employees).

- b. After consultation with the Title IX Coordinator and/or Investigator, and upon consideration of the factors listed in (2), Student Life & Leadership or Human Resources makes the sanction determination.
 - c. A respondent may choose to forego receiving an immediate sanction and instead proceed directly to a hearing. In that case, if the hearing panel finds the respondent responsible, the panel will impose the sanction.
 - d. A respondent may also request that a hearing be held solely to review the sanction.
 - e. As part of simultaneous notification, finding and sanction information is delivered in writing to both the complainant and respondent.
2. Factors Considered in Sanctioning
 - a. The complainant's expressed desires.
 - b. The severity or pervasiveness of the violation.
 - c. The risk of danger or harm to the community.
 - d. The respondent's prior conduct or policy violations.
 - e. The degree of acceptance of responsibility by the respondent.
 3. Sanctions include the following based on the role of the respondent:

Student Sanctions

- Verbal warning
- Written warning
- Probation
- Permanent removal from a course or academic program
- Restitution
- Suspension
- Expulsion
- Other educational/administrative sanctions as appropriate
- Revocation of admission and/or degree
- Withholding of degree until process and any sanctions are complete
- Other sanctions: Other sanctions may be imposed instead of, or in addition to, specific sanctions listed in this section. These may include, but are not limited to: recommendations for counseling, establishment of mandatory behavior conditions/contract-signing stating agreed-upon behavior expectations for continued enrollment or re-enrollment; loss of access to college computers and/ or network; a specific project designed to assist the student in better understanding the overall impact of his or her behavioral infraction; a contract of terms for restitution of damages/stolen property before enrollment is continued and/or records are released; suspension without pay from his or her on-campus job; prohibition on participation in extracurricular activities or interscholastic or leadership positions; or community service.

Sanctions of suspension, expulsion, or revocation/withholding of a degree become a permanent part of the student record; other sanction records are retained per policy.

Employee Sanctions

- Verbal warning
- Remedial training
- Written reprimand
- Suspension
- Demotion or transfer (as appropriate)
- Termination

Appeals

Either party may appeal a dismissal or a final determination under Policy 6.2 and/or Policy 6.5, in accordance with the grounds and timelines set forth in the applicable policy and procedures. Grounds generally include: (1) procedural irregularity that affected the outcome; (2) new evidence that was not reasonably available and could affect the outcome; and (3) conflict of interest or bias by the Title IX/Equal Opportunity officials that affected the outcome.

Appeals must be submitted in writing to the designated appeal officer identified in the notice of outcome. The appeal officer will provide both parties an opportunity to respond and will issue a written appeal decision. Both parties receive simultaneous written notification of the appeal decision, any change to the result, and when the decision becomes final.

- Employees: Appeal rights and procedures are governed by the applicable union contract or the Professional, Management, and Administration (PMA) employee group handbook.
- Students: Appeal rights and procedures are governed by the GRCC Student Code of Conduct, which includes the Hearing Committee and subsequent appeal processes.

An employee or student may be accountable for sexual misconduct under applicable local, state, and federal law, as well as under GRCC policy. A criminal investigation may be conducted concurrently with the Title IX investigation. Disciplinary action by GRCC may proceed while criminal proceedings are pending and will not be subject to challenge on the grounds that criminal charges involving the same incident have been dismissed or reduced. Michigan criminal law statutes governing sexual misconduct are attached to the Title IX policy as an Appendix

NOTIFICATION TO VICTIMS OF CRIMES OF VIOLENCE

The College will, upon written request, disclose to the alleged victim of a crime of violence, or a nonforcible sex offense, the report on the results of any disciplinary proceeding conducted by such institution against a student who is the alleged perpetrator of such crime or offense. If the alleged victim is deceased as the result of such crime or offense, the next of kin of such victim shall be treated as the alleged victim for purposes of this paragraph.

AWARENESS & PREVENTION PROGRAMMING

GRCC provides primary prevention and awareness programs for all incoming students and new employees and ongoing prevention and awareness campaigns for students and employees. Programs include a clear statement that GRCC prohibits dating violence, domestic violence, sexual assault, and stalking; the definitions of these crimes and of consent under Michigan law/GRCC policy; information on bystander intervention and risk reduction; and how to recognize warning signs of abusive behavior.

Programming Standards & Goals

GRCC engages in comprehensive, intentional, and integrated programming, initiatives, strategies, and campaigns intended to end dating violence, domestic violence, sexual assault, sexual exploitations and stalking that:

- Are culturally relevant,
- Inclusive of diverse communities and identities,
- Sustainable,
- Responsive to community needs,
- And informed by research, or assessed for value, effectiveness, or outcome; and
- Consider environmental risk and protective factors as they occur on the individual, relationship, institutional, community and societal levels.

Content & Delivery of Programming

GRCC prevention and awareness programs for all students and employees, including student employees, will be developed and delivered by Student Affairs and Human Resources, and/or the Title IX Coordinator and Deputy Coordinators. Educational programming consists of primary prevention and awareness programs for all incoming students and new employees and ongoing awareness and prevention campaigns for all students and employees.

The programming, which may vary in delivery method and focus, will seek to:

- a. Identify domestic violence, dating violence, sexual assault and stalking (as defined by the Clery Act and the Title IX policy) as prohibited conduct, as well as sexual harassment and other forms of gender-based discrimination.
- b. Define what behavior constitutes domestic violence, dating violence, sexual assault and stalking using definitions provided by the Title IX regulations, which encompass VAWA definitions, provided by the Department of Education as well as state law.

- c. Define what behavior and actions may constitute consent to sexual activity in the state of Michigan, and the definition GRCC uses. GRCC's definition as related to consent will be used in all investigations related to violations of the Title IX policy.
- d. Explain Procedures Complainants should follow to report a complaint of domestic violence, dating violence, stalking, sexual assault, sexual harassment, sexual exploitation or other form of gender discrimination occurs.
- e. Explain how the institution will protect confidentiality of Complainants and other necessary parties, such as witnesses.
- f. Provide existing options for counseling, health, mental health, Victim advocacy, legal assistance, visa and immigration assistance, student financial aid, and other services available for Complainants, both on- and off-campus.
- g. Discuss options for interim or protective measures related to changes to academic, transportation, and/or working situations related to complaints of sexual misconduct.
- h. Detail procedures for institutional disciplinary action in cases of alleged dating violence, domestic violence, sexual assault or stalking (as described in the "Disciplinary Proceedings" section).
- i. Provide a description for bystander intervention, which means safe and positive options that may be carried out by an individual or individuals to prevent harm or intervene when there is a risk of dating violence, domestic violence, sexual assault, or stalking. Bystander intervention includes recognizing situations of potential harm, understanding institutional structures and cultural conditions that facilitate violence, overcoming barriers to intervening, identifying safe and effective intervention options, and taking action to intervene.
- j. Information on risk reduction, including effects drug and alcohol often play in sexual violence incidents. Risk reduction means options designed to decrease perpetration and bystander inaction, and to increase empowerment for Complainants in order to promote safety and to help individuals and communities address conditions that facilitate violence.
- k. Reporting obligations, options, and rights to report including how to report sexual violence to campus police or local law enforcement and the ability to pursue law enforcement proceedings simultaneously with a Title IX investigation.
- l. How to identify and prevent sexual violence
- m. Methods for responding to Complainants in a nonjudgmental way.
- n. Impact of trauma on Complainants.
- o. GRCC's investigation procedures used to process sexual misconduct complaints.
- p. Consequences of violating GRCC Policy, Student Code and state law related to sexual misconduct, including procedures for institutional disciplinary action.

Bystander Intervention

Bystander intervention means safe and positive options that may be carried out by an individual or individuals to prevent harm or intervene when there is a risk of dating violence, domestic violence, sexual assault, or stalking.

Bystander intervention includes:

- Recognizing situations of potential harm,
- Understanding institutional structures and cultural conditions that facilitate violence,
- Overcoming barriers to intervening,
- Identifying safe and effective intervention options and
- Taking action to intervene.

Bystanders play a critical role in the prevention of sexual and relationship violence and GRCC programming will highlight that role and encourage students to take appropriate action. Bystanders have the choice to intervene, speak out, or assist others who may be experiencing sexual misconduct. GRCC seeks to promote a culture of accountability where bystanders are actively engaged in the prevention of violence without causing further harm. Below is a list of ways in which students and GRCC community members can be active bystanders:

- Watch out for your friends and fellow students/employees. If you see someone who looks like they could be in trouble or need help, ask if they are fine.
- Confront people who seclude, hit on, try to make out with or have sex with people who are incapacitated.

- Speak up when someone discusses plans to take sexual advantage of another person.
- Believe someone who discloses sexual assault, abusive behavior, or experience with stalking.
- Refer people to on- or off-campus resources listed in this document for support in health, counseling or other forms of assistance.
- If you feel you are unsafe in becoming involved in a situation or someone appears to be in immediate danger, call Campus Police or local police for assistance.

Risk Reduction

Risk reduction is defined as options designed to:

- Decrease perpetration and bystander inaction
- Increase empowerment for victims in order to promote safety and
- Help individuals and communities address conditions that facilitate violence

Complainants are never to blame for abuse they may experience, but there are some strategies students can use which may help reduce the risk of sexual assault or harassment. GRCC programming will educate about these risk reduction strategies, while being careful to avoid Victim-blaming.

- Be aware of your surroundings. Knowing where you are and who is around you may help you to find a way to get out of a bad situation.
- Try to avoid isolated areas, as it can be more difficult to get help if no one else is around.
- Walk with purpose. Even when you don't know where you are going, act like you do.
- Trust your instincts. If a situation or location feels unsafe or uncomfortable, it probably isn't the best place to be. If you see something suspicious, contact law enforcement or call 911.
- Try not to load yourself down with packages or bags, as this can make you appear more vulnerable.
- If you have a cell phone, make sure it is charged and accessible.
- Consider alternative transportation options so you can leave an uncomfortable situation, which may include carrying cab money, a bus pass, etc.
- Try to avoid becoming isolated with someone you don't trust or someone you don't know.
- Avoid putting headphones in both ears in public so you can be more aware of your surroundings, especially while walking alone.
- When you go to a social gathering, try to attend with friends. Arrive together, check in with each other, and leave together. Knowing where you are and who is around you may help to get you out of a bad situation.
- Don't leave your drink unattended while talking, dancing, using the restroom, or making a phone call. If you've left your drink alone, get a new one.
- Don't accept drinks from someone you don't know or trust. If you choose to accept a drink, go with the person to the bar to order it, watch it being poured, and carry it yourself. At parties, be cautious about drinking from punch bowls or other large, common open containers that could easily be contaminated or "spiked" beyond what you expect.
- Watch out for your friends, and ask them to do the same. If a friend seems out of it or is way too intoxicated for the amount of alcohol they've had, or is acting out of character, get them to a safe place immediately, and have someone they trust stay with them.

Primary Prevention and Awareness Programs

Primary prevention programs are defined as programming initiatives and strategies intended to stop dating violence, domestic violence, sexual assault, and stalking before they occur through the promotion of positive and healthy behaviors that foster healthy, mutually respectful relationships and sexuality, encourages safe bystander intervention, and seek to change behavior and social norms in healthy and safe directions.

In Calendar Year 2024, GRCC offered the following Violence Against Women Act primary prevention and awareness programming:

Incoming Students (2024)

Date	Program	Who Delivered	Location	Target Audience	Prohibited Behavior Covered
4/1/24 - 4/30/24	Sexual Assault Awareness Month Bulletin Board	Student Life and Leadership	Raleigh J. Finkelstein Hall 4th Floor Corridor	Students	Prevention Programming: Promotion of positive and healthy behaviors to stop the violence from happening; Awareness Programming: Share information and resources to prevent violence, promote safety and reduce perpetration.
4/3/24	Sexual Assault Awareness Month Table	Student Life and Leadership	Raleigh J. Finkelstein Hall 4th Floor Corridor	Students	Awareness Programming: Share information and resources to prevent violence, promote safety, and reduce perpetration.
4/3/24	Social Media - Sexual Assault Awareness Tabling	Marketing and Communication	Instagram	Students	Awareness Programming: Share information and resources to prevent violence, promote safety, and reduce perpetration.
10/17/24	YWCA Lunch & Learn Panel	Student Life and Leadership	Student Center Room 234	Students & Employees	Prevention programming; promotion of positive and healthy behaviors to stop the violence from happening; share information and resources to prevent violence, promote safety, and reduce perpetration.
10/22/24	Domestic Violence Awareness Tabling	Student Life and Leadership	Lakeshore Campus Atrium	Students	Prevention programming; promotion of positive and healthy behaviors to stop the violence from happening; share information and resources to prevent violence, promote safety, and reduce perpetration.
10/29/24 - 12/13/24	New Student Orientation	New Student Orientation	Main Campus	Incoming students	Inform students on TIX and how to report
Ongoing; Effective November 2024	New Student Orientation	Orientation Employees	ATC or RJF (depending on time of year)	Students	Annual Security Report and the Daily Crime Log
12/1/23	FERPA, Campus Safety, Data Security, Sexual Harassment	Human Resources	Virtual - email sent with links to videos	All Employees	Annual Compliance training

New Employees (2024)

Date	Program	Who Delivered	Location	Target Audience	Prohibited Behavior Covered
Ongoing	New Employee Title IX Training (Sexual harassment, employee-to-employee)	Vector/ SafeColleges	Online	All New Employees	This course provides employees with a basic understanding of employee-to-employee sexual harassment as well as strategies to maintain a harassment-free environment in the workplace. Topics covered include defining sexual harassment and sexual harassment in the workplace.
Ongoing	Title IX and Sexual Misconduct	Vector/ SafeColleges	Online	All New Employees	Provides information about the importance and implications of Title IX and sexual harassment, including sexual assault. Topics covered include: definition of sexual harassment, Title IX's regulations and obligations, and the elements of effective policies.
Annual	Compliance Training - Title IX	Title IX and Equal Opportunity Compliance	Online	Employees	Sexual misconduct, domestic/ dating violence, stalking, sexual harassment, sexual assault, and gender discrimination
9/25/24	FinAid Team Meeting Title IX	Title IX and Equal Opportunity Compliance	RJF 108	Employees	Sexual misconduct, domestic/ dating violence, stalking, sexual harassment, sexual assault, and gender discrimination
10/17/24	YWCA Lunch & Learn Panel	Student Life and Leadership	Student Center Room 234	Students & Employees	Prevention programming; promotion of positive and healthy behaviors to stop the violence from happening; share information and resources to prevent violence, promote safety, and reduce perpetration.

Date	Program	Who Delivered	Location	Target Audience	Prohibited Behavior Covered
10/22/24	Domestic Violence Awareness Tabling	Student Life and Leadership	Lakeshore Campus Atrium	Students & Employees	Prevention programming; promotion of positive and healthy behaviors to stop the violence from happening; share information and resources to prevent violence, promote safety, and reduce perpetration.
10/22/24	Social Media - Domestic Violence Awareness Tabling	Marketing and Communications	Instagram	Students & Employees	Prevention programming; promotion of positive and healthy behaviors to stop the violence from happening; share information and resources to prevent violence, promote safety, and reduce perpetration.

Ongoing Prevention and Awareness Campaigns

Ongoing prevention and awareness programs refer to programming initiatives and strategies that are sustained over time focusing on increasing the understanding of topics relevant to and skills for addressing dating violence, domestic violence, sexual assault, and stalking, using a range of strategies with audiences throughout the College. Ongoing prevention and awareness campaigns are for current students, employees, and the College community. They also cover topics on drug and alcohol abuse and prevention, the drug and alcohol survey, mental health and suicide prevention, and safety and crime prevention.

In Calendar Year 2024, GRCC offered the following ongoing Violence Against Women Act prevention and awareness campaigns:

Students (2024)

Date	Program	Who Delivered	Location	Target Audience	Prohibited Behavior Covered
3/4/24	Letter to Students from the President	President	Email	Students	Addressed a sexual assault incident that occurred on campus. Notified students of the Get Help services, Title IX team and Safe Walk.
4/1/24 - 4/30/24	Sexual Assault Awareness Month Bulletin Board	Student Life and Leadership	Raleigh J. Finkelstein Hall 4th Floor Corridor	Students	Prevention Programming: Promotion of positive and healthy behaviors to stop the violence from happening; Awareness Programming: Share information and resources to prevent violence, promote safety and reduce perpetration.
4/3/24	Sexual Assault Awareness Month Table	Student Life and Leadership	Raleigh J. Finkelstein Hall 4th Floor Corridor	Students	Awareness Programming: Share information and resources to prevent violence, promote safety, and reduce perpetration.

Date	Program	Who Delivered	Location	Target Audience	Prohibited Behavior Covered
4/3/24	Social Media - Sexual Assault Awareness Tabling	Marketing and Communications	Instagram	Students	Awareness Programming: Share information and resources to prevent violence, promote safety, and reduce perpetration.
10/17/24	YWCA Lunch & Learn Panel	Student Life and Leadership	Student Center Room 234	Students & Employees	Prevention programming; promotion of positive and healthy behaviors to stop the violence from happening; share information and resources to prevent violence, promote safety, and reduce perpetration.
10/22/24	Domestic Violence Awareness Tabling	Student Life and Leadership	Lakeshore Campus Atrium	Students	Prevention programming; promotion of positive and healthy behaviors to stop the violence from happening; share information and resources to prevent violence, promote safety, and reduce perpetration.
10/22/24	Social Media - Domestic Violence Awareness Tabling	Marketing and Communications	Instagram	Students	Prevention programming; promotion of positive and healthy behaviors to stop the violence from happening; share information and resources to prevent violence, promote safety, and reduce perpetration.

Employees (2024)

Date	Program	Who Delivered	Location	Target Audience	Prohibited Behavior Covered
Annual	Compliance Training - Title IX	Title IX and Equal Opportunity Compliance	Online	Employees	Sexual misconduct, domestic/ dating violence, stalking, sexual harassment, sexual assault, and gender discrimination
2/26/24	Letter to employees from the President	President	Email	Employees	Addressed a sexual assault incident that occurred on campus. Notified students of the Get Help services, Title IX team and Safe Walk.

Date	Program	Who Delivered	Location	Target Audience	Prohibited Behavior Covered
9/25/24	FinAid Team Meeting Title IX	Title IX and Equal Opportunity Compliance	RJF 108	Employees	Sexual misconduct, domestic/ dating violence, stalking, sexual harassment, sexual assault, and gender discrimination
10/3/24	STEM Department Head Title IX Training	Title IX and Equal Opportunity Compliance	SCI 125	Employees	Sexual misconduct, domestic/ dating violence, stalking, sexual harassment, sexual assault, and gender discrimination
10/17/24	YWCA Lunch & Learn Panel	Student Life and Leadership	Student Center Room 234	Students & Employees	Prevention programming; promotion of positive and healthy behaviors to stop the violence from happening; share information and resources to prevent violence, promote safety, and reduce perpetration.
10/22/24	Domestic Violence Awareness Tabling	Student Life and Leadership	Lakeshore Campus Atrium	Students & Employees	Prevention programming; promotion of positive and healthy behaviors to stop the violence from happening; share information and resources to prevent violence, promote safety, and reduce perpetration.



SEX OFFENDER REGISTRY AND ACCESS TO RELATED INFORMATION

Upon release from prison, individuals convicted of sex crimes in Michigan, are required by state law to register their home address with their area law enforcement agency. In addition, if registered sex offenders are enrolled at, or employed at a post-secondary institution, the offenders must provide this information to the state through their local law enforcement agency. The state of Michigan maintains the information regarding convicted sex offenders at mspsor.com. At this time, you are unable to search by campus.

In order to use this website, you must enter an address (city, state and zip), or name (first and last), or city only. The Michigan Public Sex Offender Registry is also available on the United States Department of Justice Sex Offender Public Registry. The Department of Justice sex offender website contains information on offenders from 50 states, the District of Columbia, U.S. Territories and Indian Country. The multi-state information can be located at nsopw.gov. Searches may be conducted by name or by location.

ADDITIONAL INFORMATION

STUDENT AND EMPLOYEE BEHAVIORAL INTERVENTION TEAMS

The Behavioral Intervention Team (BIT) and Employee Behavioral Intervention Team (EBIT) are designed to provide preventative measures on campus to reduce the risk of a significant incident. Anyone can bring forth a concern that will be reviewed by the team. Members receive and assess information, take action when necessary, and track details about behavioral concerns noted on campus. The primary goal of the Behavioral Intervention Teams is the safety and security of the campus community, and to provide a consistent college-wide approach for at-risk behavior. Information on the student BIT can be found at grcc.edu/BehavioralIntervention. Employee BIT can be found at grcc.edu/EmployeeBIT.

MAINTENANCE OF CAMPUS FACILITIES

The Facilities Department manages the buildings and the grounds on campus with the utmost concern for the safety and security of staff, students and visitors. The parking structures, building entrances and Main Campus walkways are well illuminated. Care has been taken in landscape planning and lighting to assure that the entrances to all of the campus buildings are visible from a distance. GRCC Police officers patrol the buildings and grounds of the Main/DeVos, and Leslie E. Tassell MTEC Campus locations throughout the day and evening. GRCC has administrators on site at the Leslie E Tassell MTEC and the GRCC Lakeshore campuses, who also monitor the grounds. The Grand Rapids Community College Facilities Department considers any event that endangers the life, health or safety of a person or possible damage to college property as an emergency condition. These conditions may include flood, water pipe breakage, steam leak, electrical short or exposed wiring, etc. Emergency conditions should be reported to GRCC Police Department at (616) 234-4010 or to Facilities Office at (616) 234-4057. There is contract security on site at the GRCC Lakeshore Campus. We also encourage employees of the GRCC community to report non-emergency requests for repairs using the "Submit a Work Order" link on the Facilities webpage, or by creating a work order via the GoFMX tile in the MyGRCC on-line portal.

SECURITY OF CAMPUS

GRCC Police Officers conduct routine patrols of Main/DeVos and Leslie E. Tassell MTEC campus buildings to evaluate and monitor security related matters. After hours, all buildings are locked and can only be accessed with a GRCC RaiderCard or a key. The buildings within the above-named campuses are on an access control system and lock based on activity scheduled in the building and an approved lock/unlock schedule.

Each classroom is equipped with a telephone in the room with a GRCC Police button. When the GRCC Police button is activated, the call will automatically ring into the GRCC Police Department. Dispatch will send an officer immediately to the location on the phone read-out.

The GRCC Lakeshore Campus is patrolled by contracted security guards who monitor the property and any security related matters. This building is controlled electronically. They will contact the local police if any criminal incidents occur. They also will contact the GRCC Police Department. Private Security does not have arrest authority.

BUILDING ACCESS

GRCC implemented full electronic door security at all GRCC owned buildings to enhance the safety and security for the campus community. The door access control system electronically controls the “unlock” and “lock” functions for all exterior doors on those campuses. Employees have external access assigned based on assignment and responsibility. Student RaiderCard access to GRCC buildings is granted based on program of study for specific buildings (ex. preschool); as well as evening access to all academic buildings for all enrolled students.

Though some building hours may vary, general building schedules have been developed based on the following:

- Classroom buildings are open Mon.-Thu., 7 a.m. to 7 p.m., Fri., 7 a.m.-5 p.m.
- Office buildings are open 7 a.m to 5 p.m.
- Weekend hours are scheduled as needed.
- Exceptions for special events and activities can be scheduled.
- Summer term schedules can be adjusted.

A complete list of building schedules can be found at this website: [**grcc.edu/CampusBuildingSchedules**](https://grcc.edu/CampusBuildingSchedules)

Access control for the college is the responsibility of the Executive Director of Facilities, or designee, in conjunction with the Chief of GRCC Police, or designee. The Building Access policy can be found at [**grcc.edu/faculty-staff/general-counsel/policies**](https://grcc.edu/faculty-staff/general-counsel/policies) under policy 14.14.

Facilities Staff and GRCC Police Department officers are responsible for confirming all buildings are secure based on building schedules and when campus is closed. GRCC does not have any residential housing.

CRIME PREVENTION

The GRCC Police Department is committed to providing a safe campus. In keeping with this goal, individual safety is a priority. The information below has been compiled to provide students, faculty, staff and visitors with a better understanding of measures that can be taken to provide a safer environment in which to work, study and live. The personal use of this information will help prevent you from becoming a victim and will assist the Police Officers and the college community in establishing the safe atmosphere we all desire. For information on other safety tips or possible programs and classes available, please contact the GRCC Police Department at (616) 234-4010 or the Center for Student Life and Leadership at (616) 234-4160.

During the 2024 academic year, GRCC offered about 59 crime prevention and security awareness programs. Topics such as personal safety, violent intruder response, drug and alcohol abuse awareness and sexual assault prevention are some examples of programs which were offered during academic year.

All crime prevention and security awareness programs encourage students and employees to be responsible for their own safety and the safety of others. Participants in these programs are asked to be alert, security-conscious, involved and advised to call GRCC Police Department to report suspicious behavior. For additional questions regarding crime prevention, contact the GRCC Police Department directly at (616) 234-4010.

CRIME PREVENTION AND SAFETY AWARENESS PROGRAMS

The college offered the following primary prevention and awareness programs in 2024:

Date	Program	Who Delivered	Location	Target Audience	Prohibited Behavior Covered
Ongoing	SafeWalk	GRCC Police	All Campuses	Students and Employees	GRCC Police (DK Security at the Lakeshore Campus) will accompany students, employees, and visitors who feel unsafe walking alone, across campus. The primary goal of Safewalk is to allow safe travel from one location to another with a greater sense of security.
Ongoing	Employee Orientation	GRCC Police	GRCC Police	Employees	College employees are introduced to the role and services of the GRCC Police Department. This orientation highlights the department's commitment to maintaining a safe and secure campus environment. Employees will learn how to report incidents, access safety resources, and understand the department's role in emergency response, crime prevention, and community engagement.
1/17/2024	Active Shooter Response Training	GRCC Police	223 Cook	Employees	Describe what an active shooter is; detail the 'Run Hide Fight' response to an active shooter situation; explain ways to recognize and report potential threats to our campus, and answer any questions attendees may have.
1/22/24	Campus Safety at GRCC	Marketing and Communications	Email	Employees	Campus Safety overview video and explanation
1/30/2024 (canceled due to low enrollment)	Active Shooter Response Training	GRCC Police	Lakeshore Campus	Lakeshore Employees	Describe what an active shooter is; detail the 'Run Hide Fight' response to an active shooter situation; explain ways to recognize and report potential threats to our campus, and answer any questions attendees may have.

Date	Program	Who Delivered	Location	Target Audience	Prohibited Behavior Covered
3/21/2024	Active Shooter Response Training	GRCC Police	223 Cook	Employees	Describe what an active shooter is; detail the 'Run Hide Fight' response to an active shooter situation; explain ways to recognize and report potential threats to our campus, and answer any questions attendees may have.
4/23/2024	Emergency Resources Communication	President	GRCC Today	Employees	Reminder email to familiarize with AED, emergency call boxes, first aid kits, emergency policies in place for fire and tornadoes.
5/20/2024	Active Shooter Response Training	GRCC Police	223 Cook	Employees	Describe what an active shooter is; detail the 'Run Hide Fight' response to an active shooter situation; explain ways to recognize and report potential threats to our campus, and answer any questions attendees may have.
7/16/25	Active Shooter Response Training	GRCC Police	223 Cook	Employees/ Student Employees	Describe what an active shooter is; detail the 'Run Hide Fight' response to an active shooter situation; explain ways to recognize and report potential threats to our campus, and answer any questions attendees may have.
9/16/24	Social Media - Police Services Promotion	Marketing and Communications	Instagram/ TikTok	Students and Employees	Short video showcasing GRCC Police services including lock outs, safety walks, and more
9/19/24	Social Media Promotion - Coffee with a Cop	Marketing and Communications	Instagram/ Facebook	Students and Employees	Communications regarding services GRCC Police offer, shared Active Shooter video, and Officers available for questions regarding services offered by GRCC Police
9/19/24	Active Shooter Response Training	GRCC Police	223 Cook	Employees	Describe what an active shooter is; detail the 'Run Hide Fight' response to an active shooter situation; explain ways to recognize and report potential threats to our campus, and answer any questions attendees may have.

Date	Program	Who Delivered	Location	Target Audience	Prohibited Behavior Covered
9/19/24	Coffee with a Cop and Communication announcement	GRCC Police/ Marketing and Communications	1st floor of the Student Center	Students and Employees	Communications regarding services GRCC Police offer, shared Active Shooter video, and Officers available for questions regarding services offered by GRCC Police
10/16/24	Active Shooter Response Training	GRCC Police	223 Cook	Employees	Describe what an active shooter is; detail the 'Run Hide Fight' response to an active shooter situation; explain ways to recognize and report potential threats to our campus, and answer any questions attendees may have.
10/29/24 - 12/13/24	Student Orientation	New Student Orientation	GRCC Campus	Incoming students	Informed students of the ASR, Clery website and Daily Crime Log and how to locate them on the GRCC webpage
11/21/24	Active Shooter Response Training	GRCC Police	223 Cook	Employees	Describe what an active shooter is; detail the 'Run Hide Fight' response to an active shooter situation; explain ways to recognize and report potential threats to our campus, and answer any questions attendees may have.
12/17/24	Active Shooter Response Training	GRCC Police	223 Cook	Employees	Describe what an active shooter is; detail the 'Run Hide Fight' response to an active shooter situation; explain ways to recognize and report potential threats to our campus, and answer any questions attendees may have.

OTHER RESOURCES OFFERED

- Active Assailant Response Training through employee professional development and as requested for students and employees
- General Safety/Reporting Procedures
- New Employee Orientation as needed, normally two to three times a month
- Currently, GRCC has no specific programming for students or employees specific to personal safety awareness, other than the Violent Intruder Response training. GRCC does not offer R.A.D. Training at this time.

PERSONAL SAFETY

- Put the GRCC Police Department phone numbers in your personal cell phone: (616) 234-4911, emergency; or (616) 234-4010, nonemergency. Ottawa County: 911, emergency; or (800) 249-0911 nonemergency.
- If possible, avoid studying alone. If it becomes necessary, always let someone know where you are and an approximate time when you will be finished.
- Always keep your books or personal belongings in view at all times. Never leave them behind, even for a second, to use the restroom or get a drink. Carry purses and backpacks securely.
- Trust your instincts. If you suspect something is wrong or you feel uneasy about a situation, do not ignore the feeling. Move to a safe location.
- Avoid dangerous situations. Use your best judgment in deciding where you will go and what you will do.
- Walk on the well-lit, designated college walkways.
- Walk with friends or classmates. If that isn't possible, contact the GRCC Police Department at (616) 234-4010 for a police escort to your vehicle.
- Walk facing traffic when possible.
- When off campus, avoid shortcuts through dark areas, vacant lots and other deserted places.
- Learn the locations of the Emergency Call Boxes on campus.
- Walk confidently and assertively. An assailant looks for someone vulnerable. If you suspect that you are being followed, turn or cross the street. If you are being followed, use an Emergency Call Box or campus phone to call the GRCC Police Department. Find a "safe" area to go, such as an office, highly visible area or place where there are people who can see you. Ottawa County: Call 911 from any phone.
- Always keep your keys in your possession. Keys can be duplicated.
- Report all thefts to GRCC Police Department immediately. Ottawa County: Report to the Ottawa County Sheriff's Office. Please advise GRCC Police Department as well.
- If you observe an individual in an improper restroom, leave immediately and call the GRCC Police Department at (616) 234-4911. Ottawa County: Call 911 from any phone.
- Know your resources. Familiarize yourself with Campus's counseling and safety services.
- Keep your phone accessible and charged. Having a way to quickly contact someone or call for help can be useful in many situations.

VEHICLE SAFETY TIPS

- Have your keys in your hand before you reach your vehicle.
- Check the interior of your vehicle before entering it.
- Plan your route in advance and try to travel well-lit streets.
- Keep your car doors locked and your windows rolled up.
- If you have a flat tire in a questionable area, drive on it until you reach a safe, well-lit area.
- When parking your vehicle at night, select a spot that is well illuminated.
- If you believe you are being followed, DO NOT DRIVE HOME. Stay on busy streets and drive to a police department or busy public place.
- Wear your seatbelt. Place children in approved car seats or safety belts.
- Thefts from vehicles do occur on campus. The items most frequently stolen are book-bags, purses, cellular phones, other electronic devices and other items considered valuable that can be seen inside your car. To reduce risk, keep valuables out of sight or take them with you.

VEHICLE PROTECTION TIPS

- Take loose articles with you or place them in the trunk.
- Engrave your electronics and other belongings with your driver's license number.
- Use a locking gas cap to prevent fuel theft.
- Install locking lug nuts and locking hubcaps.

CONCLUSION

If you have any questions about this document or anything it refers to, please do not hesitate to contact the GRCC Police Chief at (616) 234-4012 or any of the appropriate resources indicated throughout this report.

NOTICE OF NONDISCRIMINATION

Grand Rapids Community College is committed to creating an inclusive learning and working environment that recognizes the value and dignity of each person, and it is the college's policy and practice to provide equal educational, employment and other opportunities to all individuals.

Grand Rapids Community College does not discriminate on the basis of sex and prohibits discrimination in any education program or activity that it operates, as required by Title IX and its regulations, including in admission and employment. In addition, Grand Rapids Community College does not discriminate, and prohibits discrimination, on the basis of age, race, color, ancestry, national origin, religion, marital status, familial status, gender, pregnancy, pregnancy-related conditions, sexual orientation, gender identity, gender expression, height, weight, disability, political affiliation, veteran status, genetic information or any other characteristic protected by applicable laws.

Inquiries about Title IX may be referred to GRCC's Title IX Coordinator, the U.S. Department of Education's Office for Civil Rights, or both. GRCC's Title IX Coordinator is its Director of Equal Opportunity Compliance & Title IX Coordinator.

The Title IX Coordinator's contact information is:

Director of Equal Opportunity Compliance & Title IX Coordinator
Bostwick Office Suites
140 Bostwick Ave. NE
Grand Rapids, MI 49503
titleix@grcc.edu
(616) 234-4999

To report information or make a complaint regarding conduct that may constitute sex discrimination, sex-based harassment, or discrimination or harassment based on any other protected characteristic, please contact GRCC's Director of Equal Opportunity Compliance and Title IX Coordinator; complete the electronic form located on GRCC's webpage; or refer to GRCC's policies, including the Title IX Policy and/or Non-Discrimination, Anti-Harassment and Equal Opportunity Policy for additional reporting options and access to grievance procedures.

APPENDIX

MICHIGAN CRIMINAL LAW STATUTES

Michigan Criminal Law statutes governing crimes covered by the Violence Against Women's Act (VAWA): DOMESTIC AND SEXUAL VIOLENCE (EXCERPT)

Act 389 of 1978

400.1501 Definitions.

Sec. 1. As used in this act:

- (a) "Board" means the Michigan domestic and sexual violence prevention and treatment board created under Executive Order No. 2012-17.
- (b) "Dating relationship" means frequent, intimate associations primarily characterized by the expectation of affectional involvement. Dating relationship does not include a casual relationship or an ordinary fraternization between 2 individuals in a business or social context.
- (c) "Department" means the department of health and human services.
- (d) "Domestic violence" means the occurrence of any of the following acts by a person that is not an act of self-defense:
 - (i) Causing or attempting to cause physical or mental harm to a family or household member.
 - (ii) Placing a family or household member in fear of physical or mental harm.
 - (iii) Causing or attempting to cause a family or household member to engage in involuntary sexual activity by force, threat of force, or duress.
 - (iv) Engaging in activity toward a family or household member that would cause a reasonable person to feel terrorized, frightened, intimidated, threatened, harassed, or molested.
- (e) "Family or household member" includes any of the following:
 - (i) A spouse or former spouse.
 - (ii) An individual with whom the person resides or has resided.
 - (iii) An individual with whom the person has or has had a dating relationship.
 - (iv) An individual with whom the person is or has engaged in a sexual relationship.
 - (v) An individual to whom the person is related or was formerly related by marriage.
 - (vi) An individual with whom the person has a child in common.
 - (vii) The minor child of an individual described in subparagraphs (i) to (vi).
- (f) "Fund" means the domestic violence prevention and treatment fund created in section 5.
- (g) "Prime sponsor" means a county, city, village, or township of this state, or a combination thereof, or a private, nonprofit association or organization.

750.81 Assault or assault and battery; penalties; previous convictions; exception; "dating relationship" defined.

Sect 81.

- (1) Except as otherwise provided in this section, a person who assaults or assaults and batters an individual, if no other punishment is prescribed by law, is guilty of a misdemeanor punishable by imprisonment for not more than 93 days or a fine of not more than \$500.00, or both.
- (2) Except as provided in subsection (3), (4), or (5), an individual who assaults or assaults and batters his or her spouse or former spouse, an individual with whom he or she has or has had a dating relationship, an individual with whom he or she has had a child in common, or a resident or former resident of his or her household, is guilty of a misdemeanor punishable by imprisonment for not more than 93 days or a fine of not more than \$500.00, or both.
- (3) An individual who assaults or assaults and batters an individual who is pregnant and who knows the individual is pregnant is guilty of a misdemeanor punishable by imprisonment for not more than 93 days or a fine of not more than \$500.00, or both.
- (4) An individual who commits an assault or an assault and battery in violation of subsection (2) or (3), and who has previously been convicted of assaulting or assaulting and battering an individual described in either subsection (2) or subsection (3) under any of the following, is guilty of a misdemeanor punishable by imprisonment for not more than 1 year or a fine of not more than \$1,000.00, or both:
 - (a) This section or an ordinance of a political subdivision of this state substantially corresponding to this section.
 - (b) Section 81a, 82, 83, 84, or 86.

- (c) A law of another state or an ordinance of a political subdivision of another state substantially corresponding to this section or section 81a, 82, 83, 84, or 86.
- (5) An individual who commits an assault or an assault and battery in violation of subsection (2) or (3), and who has 2 or more previous convictions for assaulting or assaulting and battering an individual described in either subsection (2) or subsection (3) under any of the following, is guilty of a felony punishable by imprisonment for not more than 5 years or a fine of not more than \$5,000.00, or both:
 - (a) This section or an ordinance of a political subdivision of this state substantially corresponding to this section.
 - (b) Section 81a, 82, 83, 84, or 86.
 - (c) A law of another state or an ordinance of a political subdivision of another state substantially corresponding to this section or section 81a, 82, 83, 84, or 86.
- (6) This section does not apply to an individual using necessary reasonable physical force in compliance with section 1312 of the revised school code, 1976 PA 451, MCL 380.1312.
- (7) As used in this section, "dating relationship" means frequent, intimate associations primarily characterized by the expectation of affectional involvement. This term does not include a casual relationship or an ordinary fraternization between 2 individuals in a business or social context.

750.81a Assault; infliction of serious or aggravated injury; penalties; previous convictions; "dating relationship" defined.

Sec. 81a.

- (1) Except as otherwise provided in this section, a person who assaults an individual without a weapon and inflicts serious or aggravated injury upon that individual without intending to commit murder or to inflict great bodily harm less than murder is guilty of a misdemeanor punishable by imprisonment for not more than 1 year or a fine of not more than \$1,000.00, or both.
- (2) Except as provided in subsection (3), an individual who assaults his or her spouse or former spouse, an individual with whom he or she has or has had a dating relationship, an individual with whom he or she has had a child in common, or a resident or former resident of the same household without a weapon and inflicts serious or aggravated injury upon that individual without intending to commit murder or to inflict great bodily harm less than murder is guilty of a misdemeanor punishable by imprisonment for not more than 1 year or a fine of not more than \$1,000.00, or both.
- (3) An individual who commits an assault and battery in violation of subsection (2), and who has 1 or more previous convictions for assaulting or assaulting and battering his or her spouse or former spouse, an individual with whom he or she has or has had a dating relationship, an individual with whom he or she has had a child in common, or a resident or former resident of the same household, in violation of any of the following, is guilty of a felony punishable by imprisonment for not more than 5 years or a fine of not more than \$5,000.00, or both:
 - (a) This section or an ordinance of a political subdivision of this state substantially corresponding to this section.
 - (b) Section 81, 82, 83, 84, or 86.
 - (c) A law of another state or an ordinance of a political subdivision of another state substantially corresponding to this section or section 81, 82, 83, 84, or 86.
- (4) As used in this section, "dating relationship" means frequent, intimate associations primarily characterized by the expectation of affectional involvement. This term does not include a casual relationship or an ordinary fraternization between 2 individuals in a business or social context.

Michigan Criminal Law section 750.520b: Criminal sexual conduct in the first degree; circumstances; felony;

- (1) A person is guilty of criminal sexual conduct in the first degree if he or she engages in sexual penetration with another person and if any of the following circumstances exists:
 - (a) That other person is under 13 years of age.
 - (b) That other person is at least 13 but less than 16 years of age and any of the following:
 - (i) The actor is a member of the same household as the victim.
 - (ii) The actor is related to the victim by blood or affinity to the fourth degree.
 - (iii) The actor is in a position of authority over the victim and used this authority to coerce the victim to submit.
 - (iv) The actor is a teacher, substitute teacher, or administrator of the public school, nonpublic school, school district, or intermediate school district in which that other person is enrolled.

- (v) The actor is an employee or a contractual service provider of the public school, nonpublic school, school district, or intermediate school district in which that other person is enrolled, or is a volunteer who is not a student in any public school or nonpublic school, or is an employee of this state or of a local unit of government of this state or of the United States assigned to provide any service to that public school, nonpublic school, school district, or intermediate school district, and the actor uses his or her employee, contractual, or volunteer status to gain access to, or to establish a relationship with, that other person.
- (vi) The actor is an employee, contractual service provider, or volunteer of a child care organization, or a person licensed to operate a foster family home or a foster family group home in which that other person is a resident, and the sexual penetration occurs during the period of that other person's residency. As used in this subparagraph, "child care organization", "foster family home", and "foster family group home" mean those terms as defined in section 1 of 1973 PA 116, MCL 722.111.
- (c) Sexual penetration occurs under circumstances involving the commission of any other felony.
- (d) The actor is aided or abetted by 1 or more other persons and either of the following circumstances exists:
 - (i) The actor knows or has reason to know that the victim is mentally incapable, mentally incapacitated, or physically helpless.
 - (ii) The actor uses force or coercion to accomplish the sexual penetration. Force or coercion includes, but is not limited to, any of the circumstances listed in subdivision(f).
- (e) The actor is armed with a weapon or any article used or fashioned in a manner to lead the victim to reasonably believe it to be a weapon.
- (f) The actor causes personal injury to the victim and force or coercion is used to accomplish sexual penetration. Force or coercion includes, but is not limited to, any of the following circumstances:
 - (i) When the actor overcomes the victim through the actual application of physical force or physical violence.
 - (ii) When the actor coerces the victim to submit by threatening to use force or violence on the victim, and the victim believes that the actor has the present ability to execute these threats.
 - (iii) When the actor coerces the victim to submit by threatening to retaliate in the future against the victim, or any other person, and the victim believes that the actor has the ability to execute this threat. As used in this subdivision, "to retaliate" includes threats of physical punishment, kidnapping, or extortion.
 - (iv) When the actor engages in the medical treatment or examination of the victim in a manner or for purposes that are medically recognized as unethical or unacceptable.
 - (v) When the actor, through concealment or by the element of surprise, is able to overcome the victim.
- (g) The actor causes personal injury to the victim, and the actor knows or has reason to know that the victim is mentally incapable, mentally incapacitated, or physically helpless.
- (h) That other person is mentally incapable, mentally disabled, mentally incapacitated, or physically helpless, and any of the following:
 - (i) The actor is related to the victim by blood or affinity to the fourth degree.
 - (ii) The actor is in a position of authority over the victim and used this authority to coerce the victim to submit.
- (2) Criminal sexual conduct in the first degree is a felony punishable as follows:
 - (a) Except as provided in subdivisions (b) and (c), by imprisonment for life or for any term of years.
 - (b) For a violation that is committed by an individual 17 years of age or older against an individual less than 13 years of age by imprisonment for life or any term of years, but not less than 25 years.
 - (c) For a violation that is committed by an individual 18 years of age or older against an individual less than 13 years of age, by imprisonment for life without the possibility of parole if the person was previously convicted of a violation of this section or section 520c, 520d, 520e, or 520g committed against an individual less than 13 years of age or a violation of law of the United States, another state or political subdivision substantially corresponding to a violation of this section or section 520c, 520d, 520e, or 520g committed against an individual less than 13 years of age.
 - (d) In addition to any other penalty imposed under subdivision (a) or (b), the court shall sentence the defendant to lifetime electronic monitoring under section 520n.
- (3) The court may order a term of imprisonment imposed under this section to be served consecutively to any term of imprisonment imposed for any other criminal offense arising from the same transaction.

Michigan Criminal Law section 750.520c: Criminal sexual conduct in the second degree; felony.

(1) A person is guilty of criminal sexual conduct in the second degree if the person engages in sexual contact with another person and if any of the following circumstances exists:

- (a) That other person is under 13 years of age.
- (b) That other person is at least 13 but less than 16 years of age and any of the following:
 - (i) The actor is a member of the same household as the victim.
 - (ii) The actor is related by blood or affinity to the fourth degree to the victim.
 - (iii) The actor is in a position of authority over the victim and the actor used this authority to coerce the victim to submit.
 - (iv) The actor is a teacher, substitute teacher, or administrator of the public school, nonpublic school, school district, or intermediate school district in which that other person is enrolled.
 - (v) The actor is an employee or a contractual service provider of the public school, nonpublic school, school district, or intermediate school district in which that other person is enrolled, or is a volunteer who is not a student in any public school or nonpublic school, or is an employee of this state or of a local unit of government of this state or of the United States assigned to provide any service to that public school, nonpublic school, school district, or intermediate school district, and the actor uses his or her employee, contractual, or volunteer status to gain access to, or to establish a relationship with, that other person.
 - (vi) The actor is an employee, contractual service provider, or volunteer of a child care organization, or a person licensed to operate a foster family home or a foster family group home in which that other person is a resident and the sexual contact occurs during the period of that other person's residency. As used in this subdivision, "child care organization", "foster family home", and "foster family group home" mean those terms as defined in section 1 of 1973 PA 116, MCL 722.111.
- (c) Sexual contact occurs under circumstances involving the commission of any other felony.
- (d) The actor is aided or abetted by 1 or more other persons and either of the following circumstances exists:
 - (i) The actor knows or has reason to know that the victim is mentally incapable, mentally incapacitated, or physically helpless.
 - (ii) The actor uses force or coercion to accomplish the sexual contact. Force or coercion includes, but is not limited to, any of the circumstances listed in section 520b(1)(f).
- (e) The actor is armed with a weapon, or any article used or fashioned in a manner to lead a person to reasonably believe it to be a weapon.
- (f) The actor causes personal injury to the victim and force or coercion is used to accomplish the sexual contact. Force or coercion includes, but is not limited to, any of the circumstances listed in section 520b(1)(f).
- (g) The actor causes personal injury to the victim and the actor knows or has reason to know that the victim is mentally incapable, mentally incapacitated, or physically helpless.
- (h) That other person is mentally incapable, mentally disabled, mentally incapacitated, or physically helpless, and any of the following:
 - (i) The actor is related to the victim by blood or affinity to the fourth degree.
 - (ii) The actor is in a position of authority over the victim and used this authority to coerce the victim to submit.
- (i) That other person is under the jurisdiction of the department of corrections and the actor is an employee or a contractual employee of, or a volunteer with, the department of corrections who knows that the other person is under the jurisdiction of the department of corrections.
- (j) That other person is under the jurisdiction of the department of corrections and the actor is an employee or a contractual employee of, or a volunteer with, a private vendor that operates a youth correctional facility under section 20g of the corrections code of 1953, 1953 PA 232, MCL 791.220g, who knows that the other person is under the jurisdiction of the department of corrections.
- (k) That other person is a prisoner or probationer under the jurisdiction of a county for purposes of imprisonment or a work program or other probationary program and the actor is an employee or a contractual employee of or a volunteer with the county or the department of corrections who knows that the other person is under the county's jurisdiction.

- (l) The actor knows or has reason to know that a court has detained the victim in a facility while the victim is awaiting a trial or meeting, or committed the victim to a facility as a result of the victim having been found responsible for committing an act that would be a crime if committed by an adult, and the actor is an employee or contractual employee of, or a volunteer with, the facility in which the victim is detained or to which the victim was committed.
- (2) Criminal sexual conduct in the second degree is a felony punishable as follows:
 - (a) By imprisonment for not more than 15 years.
 - (b) In addition to the penalty specified in subdivision (a), the court shall sentence the defendant to lifetime electronic monitoring under section 520n if the violation involved sexual contact committed by an individual 17 years of age or older against an individual less than 13 years of age.

Michigan Criminal Law section 750.520d: Criminal sexual conduct in the third degree; felony.

- (1) A person is guilty of criminal sexual conduct in the third degree if the person engages in sexual penetration with another person and if any of the following circumstances exist:
 - (a) That other person is at least 13 years of age and under 16 years of age.
 - (b) Force or coercion is used to accomplish the sexual penetration. Force or coercion includes but is not limited to any of the circumstances listed in section 520b(1)(f)(i) to (v).
 - (c) The actor knows or has reason to know that the victim is mentally incapable, mentally incapacitated, or physically helpless.
 - (d) That other person is related to the actor by blood or affinity to the third degree and the sexual penetration occurs under circumstances not otherwise prohibited by this chapter. It is an affirmative defense to a prosecution under this subdivision that the other person was in a position of authority over the defendant and used this authority to coerce the defendant to violate this subdivision. The defendant has the burden of proving this defense by a preponderance of the evidence. This subdivision does not apply if both persons are lawfully married to each other at the time of the alleged violation.
 - (e) That other person is at least 16 years of age but less than 18 years of age and a student at a public school or nonpublic school, and either of the following applies:
 - (i) The actor is a teacher, substitute teacher, or administrator of that public school, nonpublic school, school district, or intermediate school district. This subparagraph does not apply if the other person is emancipated or if both persons are lawfully married to each other at the time of the alleged violation.
 - (ii) The actor is an employee or a contractual service provider of the public school, nonpublic school, school district, or intermediate school district in which that other person is enrolled, or is a volunteer who is not a student in any public school or nonpublic school, or is an employee of this state or of a local unit of government of this state or of the United States assigned to provide any service to that public school, nonpublic school, school district, or intermediate school district, and the actor uses his or her employee, contractual, or volunteer status to gain access to, or to establish a relationship with, that other person.
 - (f) That other person is at least 16 years old but less than 26 years of age and is receiving special education services, and either of the following applies:
 - (i) The actor is a teacher, substitute teacher, administrator, employee, or contractual service provider of the public school, nonpublic school, school district, or intermediate school district from which that other person receives the special education services. This subparagraph does not apply if both persons are lawfully married to each other at the time of the alleged violation.
 - (ii) The actor is a volunteer who is not a student in any public school or nonpublic school, or is an employee of this state or of a local unit of government of this state or of the United States assigned to provide any service to that public school, nonpublic school, school district, or intermediate school district, and the actor uses his or her employee, contractual, or volunteer status to gain access to, or to establish a relationship with, that other person.
 - (g) The actor is an employee, contractual service provider, or volunteer of a child care organization, or a person licensed to operate a foster family home or a foster family group home, in which that other person is a resident, that other person is at least 16 years of age, and the sexual penetration occurs during that other person's residency. As used in this subdivision, "child care organization", "foster family home", and "foster family group home" mean those terms as defined in section 1 of 1973 PA 116, MCL 722.111.

(2) Criminal sexual conduct in the third degree is a felony punishable by imprisonment for not more than 15 years.

Michigan Criminal Law section 750.520e: Criminal sexual conduct in the fourth degree; misdemeanor.

(1) A person is guilty of criminal sexual conduct in the fourth degree if he or she engages in sexual contact

with another person and if any of the following circumstances exist:

- (a) That other person is at least 13 years of age but less than 16 years of age, and the actor is 5 or more years older than that other person.
- (b) Force or coercion is used to accomplish the sexual contact. Force or coercion includes, but is not limited to, any of the following circumstances:
 - (i) When the actor overcomes the victim through the actual application of physical force or physical violence.
 - (ii) When the actor coerces the victim to submit by threatening to use force or violence on the victim, and the victim believes that the actor has the present ability to execute that threat.
 - (iii) When the actor coerces the victim to submit by threatening to retaliate in the future against the victim, or any other person, and the victim believes that the actor has the ability to execute that threat. As used in this subparagraph, "to retaliate" includes threats of physical punishment, kidnapping, or extortion.
 - (iv) When the actor engages in the medical treatment or examination of the victim in a manner or for purposes which are medically recognized as unethical or unacceptable.
 - (v) When the actor achieves the sexual contact through concealment or by the element of surprise.
- (c) The actor knows or has reason to know that the victim is mentally incapable, mentally incapacitated, or physically helpless.
- (d) That other person is related to the actor by blood or affinity to the third degree and the sexual contact occurs under circumstances not otherwise prohibited by this chapter. It is an affirmative defense to a prosecution under this subdivision that the other person was in a position of authority over the defendant and used this authority to coerce the defendant to violate this subdivision. The defendant has the burden of proving this defense by a preponderance of the evidence. This subdivision does not apply if both persons are lawfully married to each other at the time of the alleged violation.
- (e) The actor is a mental health professional and the sexual contact occurs during or within 2 years after the period in which the victim is his or her client or patient and not his or her spouse. The consent of the victim is not a defense to a prosecution under this subdivision. A prosecution under this subsection shall not be used as evidence that the victim is mentally incompetent.
- (f) That other person is at least 16 years of age but less than 18 years of age and a student at a public school or nonpublic school, and either of the following applies:
 - (i) The actor is a teacher, substitute teacher, or administrator of that public school, nonpublic school, school district, or intermediate school district. This subparagraph does not apply if the other person is emancipated or if both persons are lawfully married to each other at the time of the alleged violation.
 - (ii) The actor is an employee or a contractual service provider of the public school, nonpublic school, school district, or intermediate school district in which that other person is enrolled, or is a volunteer who is not a student in any public school or nonpublic school, or is an employee of this state or of a local unit of government of this state or of the United States assigned to provide any service to that public school, nonpublic school, school district, or intermediate school district, and the actor uses his or her employee, contractual, or volunteer status to gain access to, or to establish a relationship with, that other person.
- (g) That other person is at least 16 years old but less than 26 years of age and is receiving special education services, and either of the following applies:
 - (i) The actor is a teacher, substitute teacher, administrator, employee, or contractual service provider of the public school, nonpublic school, school district, or intermediate school district from which that other person receives the special education services. This subparagraph does not apply if both persons are lawfully married to each other at the time of the alleged violation.

- (ii) The actor is a volunteer who is not a student in any public school or nonpublic school, or is an employee of this state or of a local unit of government of this state or of the United States assigned to provide any service to that public school, nonpublic school, school district, or intermediate school district, and the actor uses his or her employee, contractual, or volunteer status to gain access to, or to establish a relationship with, that other person.
- (h) The actor is an employee, contractual service provider, or volunteer of a child care organization, or a person licensed to operate a foster family home or a foster family group home, in which that other person is a resident, that other person is at least 16 years of age, and the sexual contact occurs during that other person's residency. As used in this subdivision, "child care organization", "foster family home", and "foster family group home" mean those terms as defined in section 1 of 1973 PA 116, MCL 722.111.
- (2) Criminal sexual conduct in the fourth degree is a misdemeanor punishable by imprisonment for not more than 2 years or a fine of not more than \$500.00, or both.

Michigan Criminal Law section 750.411h: Stalking.

- (1) As used in this section:
 - (a) "Course of conduct" means a pattern of conduct composed of a series of 2 or more separate non-continuous acts evidencing a continuity of purpose.
 - (b) "Emotional distress" means significant mental suffering or distress that may, but does not necessarily, require medical or other professional treatment or counseling.
 - (c) "Harassment" means conduct directed toward a victim that includes, but is not limited to, repeated or continuing unconsented contact that would cause a reasonable individual to suffer emotional distress and that actually causes the victim to suffer emotional distress. Harassment does not include constitutionally protected activity or conduct that serves a legitimate purpose.
 - (d) "Stalking" means a willful course of conduct involving repeated or continuing harassment of another individual that would cause a reasonable person to feel terrorized, frightened, intimidated, threatened, harassed, or molested and that actually causes the victim to feel terrorized, frightened, intimidated, threatened, harassed, or molested.
 - (e) "Unconsented contact" means any contact with another individual that is initiated or continued without that individual's consent or in disregard of that individual's expressed desire that the contact be avoided or discontinued. Unconsented contact includes, but is not limited to, any of the following:
 - (i) Following or appearing within the sight of that individual.
 - (ii) Approaching or confronting that individual in a public place or on private property.
 - (iii) Appearing at that individual's workplace or residence.
 - (iv) Entering onto or remaining on property owned, leased, or occupied by that individual.
 - (v) Contacting that individual by telephone.
 - (vi) Sending mail or electronic communications to that individual.
 - (vii) Placing an object on, or delivering an object to, property owned, leased, or occupied by that individual.
 - (f) "Victim" means an individual who is the target of a willful course of conduct involving repeated or continuing harassment.
- (2) An individual who engages in stalking is guilty of a crime as follows:
 - (a) Except as provided in subdivision(b), a misdemeanor punishable by imprisonment for not more than 1 year or a fine of not more than \$1,000.00, or both.
 - (b) If the victim was less than 18 years of age at any time during the individual's course of conduct and the individual is 5 or more years older than the victim, a felony punishable by imprisonment for not more than 5 years or a fine of not more than \$10,000.00, or both.
- (3) The court may place an individual convicted of violating this section on probation for a term of not more than 5 years. If a term of probation is ordered, the court may, in addition to any other lawful condition of probation, order the defendant to do any of the following:
 - (a) Refrain from stalking any individual during the term of probation.
 - (b) Refrain from having any contact with the victim of the offense.
 - (c) Be evaluated to determine the need for psychiatric, psychological, or social counseling and if, determined appropriate by the court, to receive psychiatric, psychological, or social counseling at his or her own expense.

- (4) In a prosecution for a violation of this section, evidence that the defendant continued to engage in a course of conduct involving repeated unconsented contact with the victim after having been requested by the victim to discontinue the same or a different form of unconsented contact, and to refrain from any further unconsented contact with the victim, gives rise to a rebuttable presumption that the continuation of the course of conduct caused the victim to feel terrorized, frightened, intimidated, threatened, harassed, or molested.
- (5) A criminal penalty provided for under this section may be imposed in addition to any penalty that may be imposed for any other criminal offense arising from the same conduct or for any contempt of court arising from the same conduct.



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