

Burrell College of Osteopathic Medicine Student Handbook 2021-2022 Campus Safety

The College seeks to maintain a safe and secure environment for its students, employees, and visitors. The following security measures must be followed at all times to assure that safety can be accomplished. Failure to do so may result in a finding of non-professional conduct and withdrawal from the College. In some instances, violations may result in the filing of a criminal complaint.

Annual Safety and Security Report

The College maintains an annual Safety and Security Report and Fire Safety Report in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, as well as the requirements imposed by the amendments to the Violence Against Women Act (VAWA). This report contains information regarding safety and security programs, policies, and procedures in place at Burrell College of Osteopathic Medicine. Due to the College's campus being physically located on the New Mexico State University (NMSU) campus and its established agreements (such as housing and facility usage for Burrell College students) with NMSU, statistics from the Las Cruces NMSU campus are required to be included in this report. While these numbers do not necessarily reflect reportable crimes on the College's campus itself, the statistics are reflective of College's geographic location. The annual report can be found:

<https://burrell.edu/campus-safety-and-security/clery-report/>

The New Mexico State University Police Department, which provides law enforcement services to the College provides daily crime logs at:

<https://www.nmsupolice.com/crime-statistics/>

Security

The College has a contracted security officer on campus whenever students are present. Any suspicious activity should be reported to the College Security Officer at **(575) 674-2299** and/or to the NMSU Police Department at **(575) 646-3311**. In the event of an emergency, immediately dial **911**.

The College's Security Staff is charged with reporting and investigating security incidents in cooperation with law enforcement and regulatory agencies. Security Staff will document non-routine events according to policy and standard operating procedures (SOP). Each report is reviewed by the supervisor assigned to the College's Security Staff.

Identification Cards

Students are required to wear their College ID at all College activities and related events. College IDs are used for identification, to check out library books, to obtain admission to most campus activities, for entrance into College facilities, and as a form of identification in the surrounding community. It is the student's responsibility to have the College ID validated each term with the Office of Student Affairs. A \$10.00 fee will be charged for replacing lost College IDs. If lost or stolen, this needs to be reported to security or IT immediately so unauthorized individuals cannot gain access to the building or other facilities. Failing or refusal to provide a College ID upon request can result in disciplinary action.

Privacy and Surveillance

Cameras are located at various locations around the College campus. These include security cameras in hallways, public spaces, and video recording equipment in certain classrooms and conference/seminar rooms. These cameras are placed and used for educational and surveillance/security purposes. In some circumstances, as a result of investigations, subpoenas, lawsuits, or other legal exigencies, the College may be required by law to provide records (electronic or other) or information related to those records

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or relating to the use of information resources to third parties. Additionally, the College may, in its reasonable discretion, review electronic records information to ensure proper function of the College and its programs, in connection with investigations or audits or to protect the safety of individuals or the College community. The College may also permit reasonable access of data to third-party service providers in order to provide, maintain or improve those services. Individuals utilizing College facilities, College-provided equipment and College resources do not have a reasonable expectation of privacy.

Theft

The College does not accept responsibility for loss of personal property due to theft, fire, or vandalism. Students are encouraged to research and purchase renter's insurance, or find out if their property is covered under their parents or guardians' homeowner's policy. All students are encouraged to properly secure their property while on campus. Theft of College property or the personal property of any member of the College Community is against the law. Penalties may include campus sanctions, including withdrawal of a student as well as the risk of prosecution.

Weapons, Firearms and Explosives

Students may not bring or carry any type of weapon, firearm, ammunition, explosives (including firecrackers and other fireworks, other hazardous flammable materials, etc.), or any other potentially dangerous weapons or paraphernalia, concealed or visible (including bladed items over three inches long), or potentially dangerous and unauthorized recreational equipment (such as archery equipment or paintball guns) to campus. Potentially dangerous weapons may be reported to law enforcement for confiscation and removal from BCOM property. Hunting is not permitted on the campus or surrounding property owned by NMSU. Please see our Firearm Policy and Weapon Policy:

<https://burrell.edu/policy-b4012/>

<https://burrell.edu/policy-b4013/>

Sexual Misconduct, Abuse, Harassment, and Other Crimes

Sexual misconduct often overlaps with crimes of sexual assault, sexual harassment, stalking, dating violence, and domestic violence. As a result, sexual misconduct cases may be handled by both the College, as it pertains to policy violations, and law enforcement for criminal violations. Any form of sexual misconduct, abuse, harassment, intimidation, stalking, vandalism and/or criminal violations of any person or property on campus will result in immediate action including but not limited to: prosecution by local authorities, payments of damages, fines, possible removal from campus housing, suspension, or expulsion. If you are the victim of a crime, whether while on campus or off campus, you are encouraged to report it immediately by calling 911. For non-emergencies taking place on campus, call (575) 646-3311 for assistance. See <https://burrell.edu/campus-safety-and-security/> for more information.

Emergency Notification and Procedures

When there are major incidents or emergencies that affect a large number of people and present an immediate threat to health or safety, the College, as well as NMSU, will issue advisories, alerts or warnings as appropriate. Students are required to participate in the Informacast Emergency Notification System with email as the default notification. In order to receive text messages and phone calls, students must register the appropriate contact information with the IT department.

The College has established procedures for emergency situations to include fire, medical emergencies, theft, suspicious person, active shooter, bomb threat, gas leak/chemical spill as well as an evacuation

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map. Please see <https://burrell.edu/campus-safety-and-security/emergency-procedures/> for more information.

False Reporting

Falsely reporting fires, bomb threats, or other emergencies (either to College personnel or local 911/police force dispatch personnel), falsely setting fire alarms, and the non-emergency use of emergency equipment will result in immediate administrative action leading to possible suspension from the College and prosecution through state and federal laws. Tampering with or damaging smoke detectors is subject to possible suspension. Unauthorized entry into another student's room, faculty or staff offices, or any other campus facility is considered a serious violation and will result in immediate disciplinary action. This includes unauthorized entry into any facility outside of designated hours.

Giving false testimony to an investigating staff member or to a member of any judicial committee, attempting to intimidate or coerce witnesses, or seeking revenge against anyone due to their role in a disciplinary procedure will result in appropriate disciplinary action. Giving false names or identification to any inquiring College staff member will result in disciplinary sanctions. The falsification of College documents of any kind is prohibited.

All offenses are reported to the Dean, the Office of Student Affairs, and the security staff at the College. The College reserves the right to discipline students who commit certain off-campus violations of College policies. All of the offenses stated above may be dealt with on a case-by-case basis and according to the determinations of the seriousness of each incident, resulting in sanctions ranging from a simple warning to the ultimate withdrawal of the student or students from the College.