



URBAN COLLEGE
of Boston

2021 ANNUAL SECURITY REPORT

Urban College of Boston



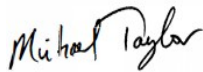
Urban College of Boston
2 Boylston Street, 2nd Floor, Boston MA 02116

Message from the College President

The Urban College of Boston (UCB) is committed to the safety of our community. This document has been compiled by the Clery Compliance Team on behalf of the college in compliance with some of the following federal laws:

- The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act
- The 2008 Revision to the Higher Education Opportunity Act
- The Violence Against Women Reauthorization Act of 2013 (VAWA), which amends the Jeanne Clery Disclosure of Campus Security and Campus Crime Statistics Act, commonly known as the Clery Act, under the Campus Sexual Violence Elimination Act provision (i.e., Campus SaVE Act).

If you have any questions or comments about the Urban College of Boston 2021 Annual Security Report, please do not hesitate to contact us.



Michael Taylor
UCB President

Introduction

The Urban College of Boston (UCB) Annual Safety Report and Security Report is published in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act. The report provides campus crime statistics for the previous three calendar years. Additionally, this report includes information about our alcohol and drug policy and crime reporting protocols. Such policies can also be found in our [Course Catalogue](#). The college is also mandated to report on additional buildings, locations or property owned or controlled by the college.

This report has compiled information and data from local law enforcement agencies surrounding our campus, including The Boston Police Department and Boston Municipal Protective Services. Campus crime, arrest and referral statistics include those reported to UCB's designated campus officials, including but not limited to College Leadership, Learning Resource Center staff, Enrollment Services staff, and the President.

Each year, an email notification is made to all enrolled students, faculty, and staff that provides the website to access this report. Copies may also be requested from the Office of Enrollment Services. All prospective employees may obtain a copy from Human Resources and the website address will be attached to UCB employment applications.

Reporting a Crime & Other Emergencies

Members of the community, including visitors, students, faculty and staff are encouraged to report all crimes and emergencies in a timely manner. The reporting of a crime may occur even if the victim is not able or elects to do so. A crime is considered "reported" when it is brought to the attention of a Campus Security Authority (CSA) or law enforcement by a victim, a witness, another third party, or by the offender. The report must be made to the local public law enforcement entity, on-campus and off-campus, and Campus Security Authorities (CSA). Suspicious activities or individual seen within the campus vicinity should also be reported to the pertaining authorities. Crimes should be reported for the purpose of making timely warning reports to the community and for inclusion in the annual statistical disclosure

To report a crime

Anyone can report a crime or emergency by contacting the local police by dialing 911 or the President at (617) 449-7037. To report any suspicious activity or person seen loitering inside buildings with UCB classrooms, or to report non-emergencies, contact a UCB CSA:

Crimes and Emergency Reporting: Contact Information

Report emergencies or suspicious activities	Dial 911
Campus President	Dial 617-449-7037
VP of Academic and Student Affairs	Dial 617-449-7068
Director of Student Services & Support	Dial 617-449-7380
Learning Resource Center staff	Dial 617-449-7044
Financial Aid Office	Dial 617-449-7428
Business Office	Dial 617-449-7430
Enrollment staff	Dial 617-449-7070
Boston Municipal Police	Dial 617-338-9134

Other Ways to Report a Crime

Online	Link: Click here to report online
Email	Michael.taylor@urbancollege.edu

To Report Complaints of Sexual Violence: A victim of sexual violence has the right to file (or not file) an Affirmative Action Discrimination Complaint Form with the College. Contact the College's Title IX Coordinator, the Director of Student Services and Support, Rosana Perella Email: rosana.perella@urbancollege.edu. For Title IX purposes, the Title IX Coordinator will keep information confidential to the full extent permitted by law

Response to a Reported Crime

The Boston Police Department will work with individuals reporting a crime to obtain information and conduct a thorough investigation. When appropriate, crime suspects may be adjudicated through the criminal justice system and/or college.

Timely Warnings and Notifications

The college will issue a timely warning and/or notice to students and employees as required for Clery Act crimes that are:

- (1) reported to CSAs or local police, and
- (2) determined by the institution to represent serious or continuing threat to students and employees.

The warning will be issued through student, faculty, and staff e-mail. Depending on the particular circumstances of the crime, especially in all situations that could pose an immediate threat to the community and individuals, UCB administration may also post a notice on the UCB website, providing the college community with more immediate notification. In such instances, a copy of the notice is also posted by the elevators, lobbies, and outside classrooms in each building containing classrooms in

session.

Anyone with information warranting a timely warning should report the circumstances to a Campus Security Authority. The college will distribute an immediate emergency notification warning to the campus community upon confirmation of a dangerous situation on campus involving an immediate threat to the health or safety of students or staff regardless of whether a crime is involved. Examples may include but are not limited to an active shooter on campus, a riot, a bomb threat, a tornado, a fire, and similar situations involving active and palpable threats. Those responsible for timely warnings on behalf of the college are:

1. President, 617-449-7037, 2 Boylston Street, 2nd Floor
2. VP of Academic & Student Affairs, 617-449-7068, 2 Boylston Street, 2nd Floor

Preparing the Annual Disclosure of Crime Statistics

UCB prepares an annual report to comply with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act. The report is prepared in cooperation with the local law enforcement agencies surrounding our main campus and alternative learning sites. The full report shall be accessible online at <https://www.urbancollege.edu/safety-and-wellness>. An annual email notification is sent to all enrolled students, faculty, and staff that provides the website to access this report. Copies may also be requested from the Office of Enrolment Services. All prospective employees may obtain a copy from Human Resources and the website address will be attached to UCB employment applications. Members of the UCB community shall use the report as a guide for safe practices on campus

Voluntarily & Confidential Reporting

We encourage anyone who has witnessed or has been a victim of a crime to immediately report the incident by dialing 911 or for a non-emergency **617-449-7070**. The Director of Student Services & Support and Title IX Coordinator is able to receive confidential reports on confidential basis for inclusion in the annual disclosure of crime statistics. While UCB does take all possible steps to protect the anonymity of those individuals reporting crimes who wish to stay anonymous, UCB does not have a policy for voluntary, confidential reporting of crimes

Security Access

UCB's campus is located in downtown Boston and it operates Monday through Saturday, although on-campus operations have been modified due to the pandemic. During non-business hours, access to all College facilities is by key, if issued, or by admittance via UCB staff. In the case of periods of extended closing, UCB will admit only those with prior written approval to all facilities.

Emergencies and the pandemic may necessitate changes or alterations to any posted schedules. Additionally, during the academic year, the President and Leadership Council meet weekly to discuss issues of pressing concern.

Campus Law Enforcement

Urban College of Boston
2 Boylston Street, 2nd Floor, Boston MA 02116

The Boston Police Department and/or or respective law enforcement for alternative learning sites have full law enforcement authority, including the authority to effect arrests, on campus at UCB and at alternative learning sites. Their jurisdiction includes all property owned or controlled by the college, as all streets within the city of Boston and all alternative learning sites. The main campus has a municipal building officer on site who is a sworn officer of the Boston Police Department. The Boston Municipal Protective Services are special licensed police officer with full arrest and investigation authority. Although there is no formal memorandum of understanding, UCB maintains a healthy working relationship with the Boston Police Department, as well as other local and state law enforcement and emergency response agencies. UCB personnel attend regular meetings with local law enforcement to exchange ideas and problems which may be of concern for the UCB community

Accurate Prompt Reporting

Community members, students, faculty, staff, and guests are encouraged to report all crimes and public safety-related incidents to UCB staff in a timely manner. To report a crime or an emergency on the UCB campus, call 9-1-1. To report a non-emergency security or public safety-related matter, call 617-449- 7070. When a potentially dangerous threat to the UCB community arises, timely reports or warnings will be issued through e-mail announcements, the posting of notices at buildings containing UCB classrooms, in-class announcements, or other appropriate means.

Prevention Programs

UCB shall take a proactive approach to preventing crimes while encouraging students and employees to be responsible for their own security and the security of others. Crime prevention and security awareness programs are offered annually to minimize or eliminate crime whenever possible. The programs are designed to provide vital information to enhance personal safety and safeguard property through education and awareness. Crime prevention information is distributed in new student orientation and new staff onboarding sessions and throughout the year. Programs information includes, but is not limited to, safety forums, crime prevention, emergency response, and alcohol drug abuse.

Monitoring and Recording

UCB encourages students and employees to be aware of their responsibility for their own security and the security of others. When time is of the essence, information is released to the College community through security notices posted prominently throughout campus and through memos sent over student, faculty, and staff e-mail.

Non-campus Locations of Student Organizations

The Boston Police Department has primary jurisdiction for law enforcement services of off-campus criminal activities involving UBC students, faculty, and staff.

Drugs and Alcohol

UCB strives to achieve a healthy living, learning and working environment. As part of this commitment and pursuant to the Federal Drug Free Workplace Act of 1988 and the Drug Free Schools and Community Act Amendments of 1989, the College also complies with all local, state, and federal regulations pertaining to alcohol and illicit drugs. The unlawful manufacture, dispensing, possession, use or distribution of alcohol or illicit drugs by students or employees on UCB's property is prohibited. Violation of this policy will result in actions ranging from mandated participation in drug counselling and rehabilitation programs, to dismissal.

All members of the UCB community are responsible for knowing and acting in accordance with the applicable laws and college policy concerning the purchase, possession, consumption, and sale of alcoholic beverages

As required under the Drug-Free Schools and Communities Act of 1989, Urban College of Boston uses multiple strategies to provide comprehensive education regarding alcohol and other drugs. UCB will continue to distribute materials to students and provide educational workshops/training as a means of prevention. Student Affairs personnel can provide referrals to other agencies and organizations for individuals experiencing or affected by persons with substance abuse issues.

Sexual Assault, Domestic Violence, Dating Violence, & Stalking

The College is obligated to investigate all allegations of sexual violence, even if the alleged victim chooses not to file a formal complaint and/or participate in the investigation. Additionally, a complaint filed in another forum, including a criminal or civil complaint, shall not delay the college's investigation of a complaint of sexual violence. The college shall promptly and thoroughly investigate all such allegations in accordance with the Policy on Affirmative Action's Complaint Procedure and shall provide the victim with periodic updates on the status of the investigation. The following procedures should be followed for any sexual assault, domestic violence, dating violence, or stalking.

Programs & Prevention

Resources for Survivors of Sexual Assault, Dating Violence, Domestic Violence, and Stalking Current contact information on rape crisis centers in Massachusetts can be found at the Commonwealth's Executive Office of Health and Human Services' Website under Consumer Information at <http://www.mass.gov/eohhs/>.

Procedures to Follow

If a crime of domestic violence, dating violence, sexual assault or stalking has occurred, the below procedures are encouraged for victims to follow.

1. Go to a Safe Place: Call 9-1-1 to connect with local law enforcement agencies or medical professionals.

2. Seek Medical Care: Seek immediate medical treatment. It is important to receive medical attention, even if you feel you were not physically hurt. The survivor has the right to accept or reject any part of the medical exam. If you were the victim of a sexual assault, sexual assault nurse examiners (SANEs) are specially trained to care for survivors of sexual violence and to perform sexual assault evidence collection kits. The SANE program serves seven hospitals in the greater Boston area:

- Beth Israel Deaconess Medical Center
- Brigham and Women's Hospital
- Boston Medical Center
- Cambridge Hospital
- Children's Hospital
- Massachusetts General Hospital
- Newton-Wellesley Hospital

3. Preserve Evidence: It is important to preserve evidence in cases of sexual assault, dating violence, domestic violence, or stalking, if possible. Victims should take certain actions promptly to preserve evidence for criminal prosecution and/or to obtain a protective order.

4. Victim Identification: Personal identifiable information about a victim will be treated as confidential and only shared with persons with a specific need to know and/or who are investigating and/or adjudicating the complaint, delivering resources or support services to the victim or as public safety requires. The College does not publish the names or other identifiable information of victims. In accordance with the Family Educational Rights and Privacy Act, a victim may request that no directory information maintained by the college be released without their prior written consent.

5. Report the Incident: In addition to contacting local law enforcement, you may also file a complaint with the college. A college complaint (Sexual Misconduct Complaint) may be submitted by contacting the Title IX Coordinator at 617-449-7380 or titleix@urbancollege.edu. Ultimately, it is the student's choice whether or not to make a report and to decline to notify any of the above-listed entities.

Written Notification

UCB will provide written notification to students and employees who report sexual assault, dating violence, domestic violence, or stalking about existing counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid, and other services available on and off campus. UCB will further provide written notification to survivors about options requesting changes to academic or working situations, as well as how to request protective measures.

Disciplinary Actions

After a final determination has been made regarding sexual misconduct, domestic violence, dating violence, or stalking policies, UCB is authorized to impose a sanction. In determining the appropriate sanction, UCB shall consider the severity of the violation, the safety of the complainant and the community, and the education or changes needed from the respondent. Possible sanctions for students include: a disciplinary warning, disciplinary probation, disciplinary suspension, disciplinary expulsion, required participation in educational seminars or programs, domestic violence education or treatment programs, restitution, directed study of a related topic, and no contact orders, as well as criminal prosecution. Possible sanctions for employees include: a disciplinary warning, disciplinary probation, suspension from employment, termination of employment, required participation in educational seminars or programs, domestic violence education or treatment programs, restitution, directed study of a related topic, and no contact orders, as well as criminal prosecution.

Explanation of Rights & Options

A person subjected to sexual violence shall:

- Be provided with a copy of the college's Sexual Violence – Victim's Rights and Information Advisory, which shall include information concerning counseling, health, and mental health services, victim advocacy and support, law enforcement assistance, and other services available on and off campus
- Have the right to pursue, or not pursue, assistance from campus administration officials or campus law enforcement
- Not be discouraged by college officials from reporting an incident to both on-campus and off-campus authorities
- Be provided assistance in contacting local law enforcement if requested and have the full and prompt assistance and cooperation of campus personnel should a civil and/or criminal complaint be pursued
- Be free from any suggestion that they somehow contributed to or had a shared responsibility in the violent act
- Receive the same level of support at any proceeding before college officials as is permitted to the accused party, including the presence of a personal advisor during any disciplinary proceeding and the right to be notified in a timely manner of the outcome of such proceedings and any appeal right available
- Receive full and prompt cooperation from college personnel in obtaining and securing evidence (including medical evidence) necessary for any potential criminal proceedings
- Have access to existing college advising, support services, and to obtain referrals to off-campus counseling and support services if desired
- Be permitted to attend classes, work and participate in college activities free from unwanted contact or proximity to the respondent insofar as the

College is permitted and able

- Be permitted to request changes to an academic schedule if such changes are requested by the alleged victim and are reasonably available
- Be informed of any no-contact or no-trespass orders issued to the respondent by the college and the college's commitment to honor any court-issued restraining or protective orders, to the extent permitted by law

Interim Protective Measures

Title IX requires the college to take reasonable steps to ensure equal access to its education programs and activities and protect individuals from Prohibited Conduct, including taking interim protective measures before the final outcome of an investigation. The college shall take these steps promptly once it has notice of an allegation of Prohibited Conduct, including sexual violence. Examples of interim protective measures include, but are not limited to, the following:

- resources to access to counseling services and assistance in scheduling an appointment, on or off campus
- imposition of an interim suspension or on-campus "no-contact" order
- rescheduling of exams and assignments
- providing alternative course completion options
- changing class schedules, including withdrawing from a course without penalty
- changing work schedules or job assignments
- limiting access to certain college facilities or activities pending resolution of the matter
- voluntary leave of absence
- providing an escort to ensure safe movement between classes and activities; and/or
- providing academic support services, such as tutoring.

Amnesty

Students may be hesitant to report sexual violence out of concern that they, or witnesses, might be charged with violations of the college's drug/alcohol policies. While the college does not condone such behavior, it places a priority on addressing allegations of sexual violence. Accordingly, the college may elect not to pursue discipline against a student who, in good faith, reports, witnesses or possesses personal knowledge of an incident of sexual violence.

Sex Offender Registration

The Campus Sex Crimes Prevention Act of 2000, which amended the Clery Act, requires the college inform the campus community how to obtain information concerning registered sex offenders in the state. The database can also be found through the official website of the Commonwealth of Massachusetts:

www.mass.gov/eopss/agencies/sorb/ This Registry information shall not be used to commit a crime or to engage in illegal discrimination or harassment of an offender.

Emergency Response & Evacuation

UCB's Emergency [Preparedness](#) Handbook includes information about evacuation and emergency guidelines for all buildings containing classrooms.

All members of the UCB Community are notified on an annual basis that they are required to notify Boston Police Department (BPD) and UCB staff of any situation or incident on campus that involves a significant emergency or dangerous situation that may involve an immediate or ongoing threat to the health and safety of students and/or employees on campus. BPD has the responsibility of responding to, and summoning the necessary resources, to mitigate, investigate, and document any situation that may cause a significant emergency or dangerous situation. In addition, the UCB staff has a responsibility to respond to such incidents to determine if the situation does in fact, pose a threat to the community. If that is the case, federal law requires that the institution immediately notify the campus community or the appropriate segments of the community that may be affected by the situation.

Student E-Mail Sign-up for Emergency Notification

In the event of an actual emergency, the campus community will be notified through e-mail, the UCB website, and prominently posted notices throughout buildings that have UCB classrooms. Students should take responsibility for regularly checking their e-mail. In order to receive campus wide email announcements, students must have their email address on file with Enrollment Services and update as needed.

Notification to the UCB community about an Immediate Threat

The UCB President receives information from various offices/departments on campus. If the President confirms that there is an emergency or dangerous situation that poses an immediate threat to the health or safety of some or all members of the UCB community, the President will determine the content of the message and will use some or all of the systems describe below to communicate the threat to the UCB community or to the appropriate segment of the community, if the threat is limited to a particular building or segment of the population. The President 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 judgment of the first responders (including, but not limited to: BPD and/or BFD), compromise the efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency. In the event of a serious incident that poses an immediate threat to members of the UCB community, UCB has various systems in place for communicating information quickly. Some or all of these methods of communication may be activated in the event of an immediate threat to the UCB campus community. These methods of communication include student, faculty, and staff emails and posted notices in buildings with UCB classrooms. Updates during a critical incident on the UCB web site at <https://www.urbancollege.edu> will also be available.

Shelter-in-Place Procedures—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-seeking an interior room-until you are told it is safe to come out. If your building is damaged, take your personal belongings (purse, wallet, 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 building quickly. If police or fire department personnel are on the scene, follow their directions.

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 maybe 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. (Building Management will turn off ventilation as quickly as possible.)
6. Make a list of the people with you and ask someone (UCB Staff, faculty, or building staff) to call the list in BPD 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.

Missing Student Notification

If a member of the college community has reason to believe that a student is missing, they should immediately notify the Boston Police Department by calling 911 and notify the President by calling (617) 449-7037. The Boston Police Department will

investigate, generate a missing person report, enter relevant student data into an appropriate database, and involve other law enforcement agencies as necessary. Should the Boston Police Department confirm that the student is missing, the college will notify the student's emergency contact no later than 24 hours after the student is determined to be missing by the Boston Police Department. If the missing student is under the age of 18 and is not an emancipated individual, the college must notify the student's parent or legal guardian. In addition to any other designated contact person within 24 hours of the determination that the student is missing. In addition to providing an emergency contact, students have the option to confidentially identify an individual to be contacted by the college in the event the student is determined to be missing. A student's missing person contact information will be confidential and will be accessible only by authorized campus officials and law enforcement in the event of a missing person investigation. It may not be disclosed outside of a missing person investigation.

Crime Statistics

<u>OFFENSE</u>	<u>YEAR</u>	<u>ON-CAMPUS PROPERTY</u>	<u>NON-CAMPUS PROPERTY</u>	<u>PUBLIC PROPERTY</u>
Murder	2020	0	0	0
	2019	0	0	0
	2018	0	0	0
Negligent Manslaughter	2020	0	0	0
	2019	0	0	0
	2018	0	0	0
Sex Offenses, Forcible	2020	0	0	0
	2019	0	0	0
	2018	0	0	1
Sex Offenses, Non---Forcible	2020	0	0	0
	2019	0	0	0
	2018	0	0	0
Robbery	2020	0	0	0
	2019	0	0	5
	2018	0	0	2
	2020	0	0	1

Aggravated Assault	2019	2	0	2
	2018	0	0	2
Burglary	2020	0	0	0
	2019	0	0	0
	2018	0	0	0
Motor Vehicle Theft	2020	0	0	0
	2019	0	0	2
	2018	0	0	1
Arson	2020	0	0	0
	2019	0	0	0
	2018	0	0	0
Arrests: Weapons --- Carrying, Possessing, Etc.	2020	0	0	0
	2019	1	0	0
	2018	0	0	1
Disciplinary Referrals: Weapons --- Carrying, Possessing, Etc.	2020	0	0	0
	2019	0	0	0
	2018	0	0	0
Arrests: Drug Abuse Violations	2020	2	0	6
	2019	12	0	22
	2018	0	0	24
Disciplinary Referrals: Drug Abuse Violations	2020	0	0	0
	2019	0	0	0
	2018	0	0	0
	2020	0	0	0
	2019	0	0	0

Arrests: Liquor Law Violations	2018	0	0	0
Disciplinary Referrals: Liquor Law Violations	2020	0	0	0
	2019	0	0	0
	2018	0	0	0
Hate Crimes	2020	0	0	0
	2019	0	0	0
	2018	0	0	0