

2026 ANNUAL SECURITY REPORT

Containing information
for the 2026-27 academic
year and crime statistics for
calendar years 2023-25.

- Schoolcraft College Main Campus
18600 Haggerty Road, Livonia, MI
- Public Safety Training Center (PSTC),
31777 Industrial Road Livonia, MI
- Manufacturing & Engineering Center (MEC)
13001 Merriman Road, Livonia, MI



Schoolcraft College
CAMPUS POLICE DEPARTMENT

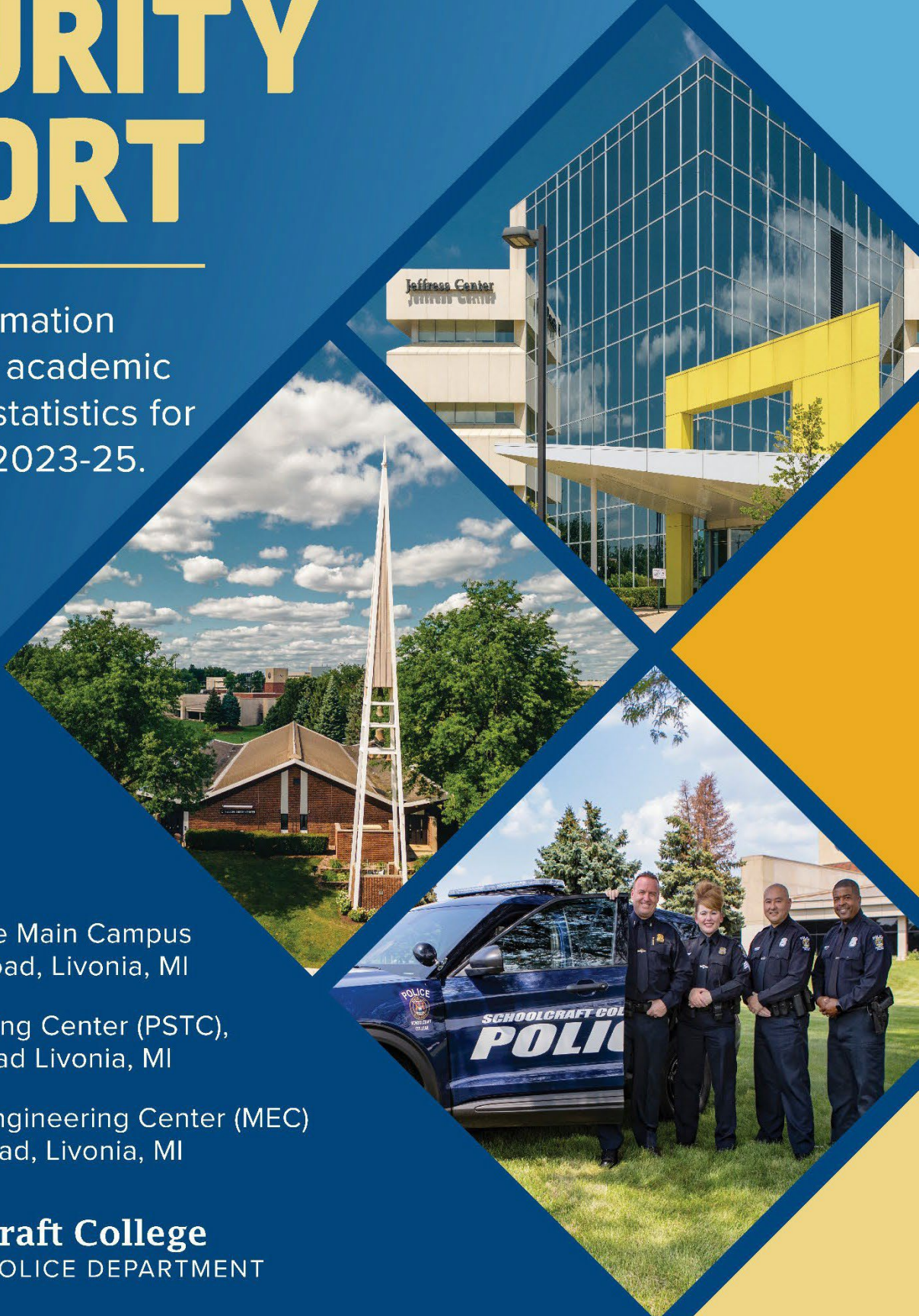


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INTRODUCTION

Schoolcraft College 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.

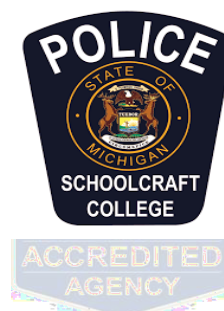
This 2026 Annual Security Report, created by the Schoolcraft College Police Department, is provided in compliance with the Jeanne Clery Campus Safety Act. The statements contained in this document are derived from the Schoolcraft College Clery Act Compliance Policy as well as other campus policies. Once the crime statistics are compiled and the report is complete, Schoolcraft College’s 2026 Annual Security Report is available on the Campus Police webpage at: <http://www.schoolcraft.edu/asr2026> and also found on the bottom of the home page of the College website, <http://www.schoolcraft.edu> titled SC Annual Security Report 2026, is distributed annually to all students, faculty and staff. Printed copies are also available from the Campus Police office located in the lower level of the Jeffress Center on the main campus, 18600 Haggerty Road, Livonia, MI. 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 Schoolcraft College campuses (the Main Campus, The Public Safety Training Center (PSTC), and the Manufacturing and Engineering Center (MEC)). It should be noted that Schoolcraft College does not have residential facilities at any campus location.

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

SCHOOLCRAFT COLLEGE POLICE DEPARTMENT

The Schoolcraft College 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 (MCOLES) and have full law enforcement authority and responsibility, in addition to enforcing Schoolcraft College policies. Schoolcraft College police officers are armed and have the authority to arrest and cite individuals who commit crimes on Schoolcraft College property.



The Schoolcraft College 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 Schoolcraft College Police Department meets the highest standards of professionalism, efficiency and accountability in law enforcement. Being an accredited police department reflects Schoolcraft Colleges unwavering commitment to continuous improvement, ensuring the highest level of safety and service for the campus community.

Schoolcraft College 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, as well as public property immediately adjacent to Schoolcraft College. 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.

All officers receive annual training including First Aid, CPR/AED, Use of Force, Legal Updates, Firearms Training and Emergency Management. Many of our officers are retired local law enforcement officers who collectively have over 500 years of law enforcement experience.

All officers are certified as either Medical First Responders (MFR) or Emergency Medical Responders (EMR), after completing 64 hours of advanced medical training. Officers perform annual continuing education credits to maintain their medical certifications and perform continuing education credits every 3 years to maintain their Medical First Responder license.

SCHOOLCRAFT COLLEGE POLICE DEPARTMENT HOURS OF OPERATION

The Schoolcraft College Campus Police officers patrol the Livonia campus by vehicle, bicycle, and on foot 24 hours a day, seven days a week (24/7). The Manufacturing & Engineering Center and Public Safety Training Center campuses are patrolled during operating hours when classes are in session.

The Schoolcraft College Police Department is located on the main campus at 18600 Haggerty Road, at the corner of Haggerty and Seven Mile Road, in the Jeffress Building lower level. The office hours of operation for the Schoolcraft College Police Department are Monday-Friday: 8:00 a.m.-4:00 p.m. Summer and holiday hours vary, so please contact the Campus Police Department at (734) 462-4424 to inquire.

24-hour Assistance Telephones available - Currently Code Blue assistance telephones are located across the campuses. Calls made by touching the call button on the phone, dial our Campus Police number.

Main Campus, 18600 Haggerty Road, Livonia

1. East Parking Lot, sidewalk, southeast of the Health Science (HS) building
2. East Parking Lot, sidewalk, southeast of the Biomedical Technology Center (BTC) building
3. North Parking Lot, sidewalk, southeast corner of Fox Dr., northwest of the Health Science (HS) building
4. North Parking Lot, sidewalk, southwest corner of Chippewa, northeast of the Vistatech (VT) building
5. North Parking Lot, sidewalk, across from Livonia Medical Center
6. Fox Drive at Chippewa, sidewalk, between the BTC & HS buildings
7. Bookstore Parking Lot, sidewalk, southwest corner at Chippewa
8. Fox Drive, sidewalk, southwest corner of the Physical Education (PE) building
9. Forum courtyard, sidewalk, west of the Forum, east of Grote
10. Fitness Center Parking Lot, sidewalk, southeast corner of Fitness Center
11. South Parking Lot, sidewalk, south of the Elite Sports Center main entrance
12. South Parking Lot, sidewalk, south of the Liberal Arts (LA) building
13. South Parking Lot, sidewalk, southwest of the McDowell (MC) building
14. Center Lot, sidewalk, west of the McDowell (MC) Building main entrance
15. Jeffress Center (JC) Parking Lot, sidewalk, near southeast (Yellow) entrance.
16. Jeffress Center (JC) Lower-Level Patio
17. Sidewalk between McDowell (MC) & Liberal Arts (LA) buildings.
18. Sports Dome Welcome Center Entrance, sidewalk.
19. Sports Dome Southeast Lot, sidewalk, east of Soccer Field 1
20. West Parking Lot, sidewalk, west of Vistatech (VT) Building
21. West Parking Lot, sidewalk, west of Grote Building

Public Safety Training Center

1. Fire Tower entrance gate, 32303 Glendale, Livonia
2. Fire Tower, outside wall near restroom.
3. Academy Training Center (ATC) driving pad entrance gate, 31777 Industrial Dr., Livonia

Manufacturing and Engineering Center, 13001 Merriman, Livonia

1. West Entrance
2. East Entrance
3. West Parking Lot

MUTUAL ASSISTANCE AND NEIGHBORING JURISDICTIONS

The Schoolcraft College Police Department's ability to operate at this level enables it to provide a sensitive, measured approach to all situations requiring police service. Campus Police work closely with local, state, and federal police agencies and has direct radio communication with the Northville Township and Livonia Police departments. There is currently an Intra-Governmental Agreement (IGA) with the City of Livonia and a Memorandum of Understanding (MOU) with the Livonia Police Department regarding jurisdiction, prisoner housing, and other operational issues.

The Schoolcraft College Police Department maintains a Law Enforcement Information Network (LEIN) and a Court and Law Enforcement Management Information System (CLEMIS) 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 Schoolcraft College Police Department's use of the LEIN system is audited by the Michigan State Police.

Reports received from outside police agencies regarding Schoolcraft College students being involved in criminal behavior or violations of the Student Code of Conduct may be forwarded to the Chief Student Services Officer, the Chief Student Enrollment Officer, the Dean of Students, or the Schoolcraft College Police Department. College sanctions range from a verbal reprimand to permanent expulsion.

WHERE TO REPORT A CRIME

Reports of crimes and other emergencies on Schoolcraft Colleges Main/Livonia campus can be made, during the Campus Police Department hours of operation, in person at the Campus Police Department or by telephone. If you wish to report a crime committed on campus you should report the incident to the Campus Police by dialing ext. 4424 using any campus phone, or by calling 734-462-4424. You may also report a crime online at: SC Aware – Student Relations – Schoolcraft College. This link can be located at the bottom of the Schoolcraft College homepage at www.schoolcraft.edu.

If you wish to report an incident that occurred off campus, the Campus Police will assist you in contacting the appropriate law enforcement agency for reporting purposes. Once a crime report is received, the Campus Police Department will investigate if needed. We will notify the Title IX Compliance Officer for gender-based investigations and will assist the Title IX Compliance Officer when requested.

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

- Dial 4424 from any college phone for non-emergencies
- Dial 8-911 from any college phone for emergencies
- Dial (734) 462-4424 from any cell or other non-college phone for non-emergencies
- Dial 911 from any cell or other non-college phone for emergencies (After the incident has been reported to 911, Schoolcraft College Police Dispatch should still be contacted for proper documentation)
- Use any emergency call box on campus, as described below

There are twenty-seven (27) Blue Assistance telephones located between the campuses. When activated by pushing the call button, the phones dial our Campus Police number and go directly to the Schoolcraft College Police Department twenty-four hours a day seven days a week. All campus elevators have interactive speakerphones that can be used in an emergency.

Schoolcraft College encourages the accurate and prompt reporting of all crimes to the Campus Police or to the appropriate police agencies when the victim of a crime elects to, or is unable to, make such a report. Students, faculty, staff, and visitors are encouraged to report all crime, emergencies and suspicious situations to the Campus Police in a timely manner. Reports may be made in person, by telephone, or by the Code Blue assistance call box system located in the parking lot areas.

To comply with the Clery Act, Campus Police will assess each report to determine if a Timely Warning or Emergency Notification should be sent to the campus community. Basically, this would be done when there is an ongoing or serious threat to the campus community. Students and employees can report crimes to any member of the Campus Police Department.

REPORTING PROCEDURES

The Schoolcraft College 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 Schoolcraft College Police Department at (734) 462-4424 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 Schoolcraft College, or near our campuses. Members of the community are helpful when they immediately report crimes or emergencies to the Schoolcraft College Police Department and/or the people 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 the Schoolcraft College Police Department, members of the community may report crimes to the Chief Student Services Officer, or designee, at (734) 462-4486. Victims of sexual discrimination or sexual violence may also report the incident directly to the Title IX Coordinator, by calling (734) 462-4468. Schoolcraft College encourages accurate and prompt reporting of all crimes to the Campus 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.

Schoolcraft College dispatchers are available to take calls for service during Schoolcraft College 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 Schoolcraft College 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.

Schoolcraft College 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. Schoolcraft College also employs licensed professional counselors who are not required to disclose information provided to them while 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.

Timely reporting of criminal behavior aids the Schoolcraft College 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.

The Schoolcraft College 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 Schoolcraft College Police Department, 18600 Haggerty Road, or (734) 462-4424. Before receiving a copy of a report, the requester must complete a Freedom of Information Act (FOIA) form, provided upon request at the Schoolcraft College Police Department or by following the process outlined on the Freedom of Information Act webpage. Release of names of people 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. A request may be submitted by e-mail. To ensure prompt response, e-mail requests should contain the term "FOIA" or "FOIA Request" in the subject line and be sent to foia@schoolcraft.edu.

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

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

The Schoolcraft College Police Department attempts to monitor the law enforcement agencies adjacent to our campuses. Should the college become aware of activity that may impact it, the incident may be investigated by the Schoolcraft College 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 Schoolcraft College 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. Schoolcraft College 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, Schoolcraft College Licensed Professional Counselors, Coaching Staff or Student Organization Advisor. The Campus Security Authority (CSA) may withhold the name and many details of the incident(s) 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 Schoolcraft College 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 designed to provide crime information on a timelier basis than the annual statistical

disclosures. The crime log includes specific information about criminal incidents, not crime statistics. The crime log for the most recent 60-day period is open to public inspection, free of charge, upon request during normal business hours. Log entries older than 60 days are available within two business days of a request for public inspection. Archived logs are kept for seven years.

Note: Schoolcraft College completes one crime log for all the 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 the Schoolcraft College Police Department and statistics obtained from the following sources: Livonia Police Department, Wayne County Sheriff's Office, Michigan State 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 the Schoolcraft College 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. Our Title IX Coordinator also provides statistics to The Schoolcraft College Police about cases reported directly to that office when the victim(s) chooses to not report the incident to the police.

Schoolcraft Colleges 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 Schoolcraft College); 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 Schoolcraft College 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. Schoolcraft College 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.

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.

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 (Schoolcraft 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.

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. Below is a list of the buildings and properties that Schoolcraft College owns or controls for purposes of our educational mission and Clery Act On-Campus Geography.

Main Campus

18600 Haggerty Road
Livonia, MI 48152

1. Jeffress Center
2. VisTaTech
3. Health Sciences Center
4. Biomedical Technology Center
5. Bookstore/Service
6. Forum
7. Grote
8. Bradner Library
9. Physical Education Building
10. Liberal Arts
11. McDowell
12. St. Joe's Sports Dome
13. Elite Sports Center

Public Safety Training Center Campus

1. Academy Training Center (ATC)
31777 Industrial, Livonia, MI 48150
2. Firearms Training Center (FTC)
31623 Industrial, Livonia, MI 48150
3. Fire Tower
32303 Glendale
Livonia, MI 48150

Manufacturing and Engineering Center

13001 Merriman, Livonia, MI 48150

NON-CAMPUS BUILDING OR PROPERTY

The Clery Act definition of non-campus buildings or property is:

Any building or property owned or controlled by a student organization that is officially recognized by the institution; or any building or property owned or controlled by an institution that is used in direct support of, or in relation to, the institution's educational purposes, is frequently used by students, and is not within the same reasonably contiguous geographic area of the institution.

Non-Campus Geography includes trips to off-campus locations; these include repeated use of a location for school-sponsored trips, i.e., same hotel every year or short-stay "away" trips where our students would stay for more than one night. The following is a sample of what is included:

- Hotels that are 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 Ford Field in Livonia,

Crime statistics in the tables in this ASR refer to the Clery Act crimes that have occurred at one of the three geographic locations listed above.

PUBLIC PROPERTY

Under the Clery Act, public property encompasses the following:

All public property, including thoroughfares, streets, sidewalks, and parking facilities, that are within the campus, or immediately adjacent to and accessible from the campus. Public property refers to property owned by a public entity, such as a city or state government and can include public parking lots, streets, and parks. This is public property that immediately borders and is accessible from the campus. In many cases this property consists of a public sidewalk that borders the campus, the public street along the sidewalk and the public sidewalk on the other side of the street (i.e., sidewalk, street, and sidewalk). Public property does not include anything beyond the second sidewalk. (If there isn't a second sidewalk, it doesn't include anything beyond the street.)

We annually request crime statistics from the Livonia Police Department, and the Northville Township Police Department to determine which Clery Act crimes have occurred on public property adjacent to our campuses, which is then included in the Annual Security Report.



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, Schoolcraft College 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 Schoolcraft College 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 Schoolcraft College".

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.



HAZING POLICY AND REPORTING PROCEDURES *(Required by 20 U.S.C. § 1092(f)(1)(K))*

Schoolcraft College prohibits hazing in all forms. The College defines hazing as:

Hazing: as defined within in this Procedure, and as defined by Michigan law MCL § 750.411t, is the intentional, knowing, or reckless act by a person acting alone or acting with others that is directed against an individual and that the person knew or should have known endangers the physical health or safety of the individual, and that is done for the purpose of pledging, being initiated into, affiliating with, participating in, holding office in, or maintaining membership in any organization. Hazing does not include an activity that is normal and customary in an athletic, physical education, military training, or similar educational program or service offered by the College. Hazing does include any of the following that is done for such a purpose: (i) Physical brutality, such as whipping, beating, striking, branding, electronic shocking, placing harmful substance(s) on the body, or similar activity; (ii) Physical activity, such as sleep deprivation, exposure to the elements, confinement in a small space, or calisthenics, that subjects the other person to an unreasonable risk of harm or that adversely affects the physical health or safety of the individual; (iii) Activity involving consumption of a food, liquid, alcoholic beverage, liquor, drug, or other substance that subjects the individual to an unreasonable risk of harm or that adversely affects the physical health or safety of the individual; and/or (iv) 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.

Any member of the campus community who witnesses or experiences hazing is encouraged to report it electronically: https://cm.maxient.com/reportingform.php?SchoolcraftCollege&layout_id=4

Or in person to: Student Support Services Schoolcraft College McDowell Center Room 175 18600 Haggerty Road Livonia, Michigan 48152 (734) 462-4486.

Reports may also be made to Campus Police at (734) 462-4424 or to local law enforcement. The College investigates all hazing reports in accordance with Procedure 1060.7. Investigations are conducted by Dean of Students for Students and when appropriate by Human Resources, and provide for a prompt, impartial review. Substantiated violations are subject to disciplinary sanctions up to and including suspension or expulsion for students; termination for employees.

Michigan law also prohibits hazing. Under M.C.L. § 750.411t (Garret's Law), hazing at an educational institution is a criminal offense. A person who engages in hazing that results in physical injury is guilty of a misdemeanor punishable by up to 93 days imprisonment or a fine of up to \$1,000, or both. A person who engages in hazing that results in serious impairment of a body function is guilty of a felony punishable by up to 5 years imprisonment or a fine of up to \$2,500, or both. A person who engages in hazing that results in death is guilty of a felony punishable by up to 15 years imprisonment or a fine of up to \$10,000, or both. Consent of the person hazed is not a defense under Michigan law. Additional information about applicable Michigan law is available from: <https://www.michigan.gov/msp/divisions/grantscommunityservices/school-safety/school-safety-legislation>

HAZING PREVENTION AND AWARENESS PROGRAMS *(Required by 20 U.S.C. § 1092(f)(1)(L))*

Schoolcraft College is committed to preventing hazing through education, awareness, and a culture of ethical leadership and bystander responsibility. The College's hazing policy, reporting procedures, and investigation process are described in the preceding section of this Report.

2025 Initial Implementation. Following enactment of the Stop Campus Hazing Act in December 2024, The College provided hazing prevention training to its student-athlete and coaching populations, as well as all Student Activity Organizations, as an initial step in implementing the requirements of the Stop Campus Hazing Act. The training addressed the College's anti-hazing policy and procedures, the legal definition of hazing, examples of prohibited conduct, the roles and responsibilities of participants, reporting obligations and procedures, available reporting channels including SC Aware, Student Relations, and Campus Police, the potential disciplinary, civil, and criminal consequences of hazing, and practical strategies for recognizing, preventing, and responding to hazing activities. The training also emphasized individual responsibility,

encouraged reporting of suspected hazing, provided guidance for identifying potentially harmful conduct, and promoted a campus culture that is inhospitable to hazing and supportive of prevention and early intervention.

2026 Campus-Wide Program. In 2026, the College expanded its hazing-prevention efforts to a campus-wide program designed to reach all students, faculty, and staff. The College's current campus-wide hazing-prevention program includes: (1) mandatory hazing awareness training provided to students regarding the definition of hazing, prohibited conduct, reporting procedures, available support resources, and practical strategies for identifying and preventing hazing; (2) mandatory training for employees addressing hazing prevention, recognition of hazing behaviors, employee reporting obligations, and appropriate response protocols; (3) educational content emphasizing bystander awareness and intervention, including guidance for recognizing potentially hazardous activities and responding to suspected hazing incidents; (4) dissemination of information regarding the College's reporting mechanisms, including SC Aware reporting, Student Relations resources, and Campus Police reporting procedures; and (5) ongoing awareness and prevention efforts through institutional communications, policy dissemination, orientation materials, and educational programming designed to promote a campus environment that is inhospitable to hazing and supportive of early reporting and prevention. The program is research-informed and incorporates primary prevention strategies, including skill-building for bystander intervention, information about ethical leadership, and strategies for building group cohesion without hazing.

Campus Hazing Transparency Report. The College publishes its Campus Hazing Transparency Report on its public website at <https://www.schoolcraft.edu/consumer-information/campus-hazing-transparency-and-resources/>. The Transparency Report provides information about the College's hazing policy and any findings of hazing violations involving recognized student organizations. Hazing incident statistics required under 20 U.S.C. § 1092(f)(1)(F)(iv) are reported in the Crime Statistics section of this Annual Security Report.

CRIME STATISTICS

MAIN/LIVONIA CAMPUS

Main/Livonia Campus Criminal Offenses Reporting Table

Offense	Year	Geographic Locations		
		On-Campus Property	Non-Campus Property	Public Property
Murder/Non-negligent Manslaughter	2023	0	0	0
	2024	0	0	0
	2025	0	0	0
Manslaughter by Negligence	2023	0	0	0
	2024	0	0	0
	2025	0	0	0
Rape	2023	0	0	0
	2024	0	0	0
	2025	0	0	0
Fondling	2023	0	0	0
	2024	0	0	0
	2025	0	0	0
Incest	2023	0	0	0
	2024	0	0	0
	2025	0	0	0
Statutory Rape	2023	0	0	0
	2024	0	0	0
	2025	0	0	0
Robbery	2023	0	0	0
	2024	0	0	0
	2025	0	0	0
Aggravated Assault	2023	0	0	0
	2024	0	0	0
	2025	0	0	0
Burglary	2023	0	0	0
	2024	0	0	0
	2025	0	0	0
Motor Vehicle Theft	2023	1	0	0
	2024	0	1 *	0
	2025	0	0	0
Arson	2023	0	0	0
	2024	0	0	0
	2025	0	0	0

Hate Crime: There were no reported hate crimes on Main/Livonia Campus in 2023, 2024 and 2025. (Categories of Bias: race; religion, ethnicity, national origin, gender; sexual orientation, disability, or gender identity.)

Unfounded Incidents: There were no unfounded reports on the Main/Livonia campus in 2023, 2024 or 2025.

*MVA occurred at a hotel that SC Men's Soccer Team stayed overnight. MVA did not involve any SC students.

Main/Livonia Campus VAWA Offenses Reporting Table

Offense	Year	Geographic Locations		
		On-Campus Property	Non-Campus Property	Public Property
Domestic Violence	2023	0	0	0
	2024	1	0	1
	2025	1	0	0
Dating Violence	2023	0	0	0
	2024	0	0	0
	2025	0	0	0
Stalking	2023	1	0	1
	2024	2	0	2
	2025	2	0	0

Main/Livonia Campus Arrests and Disciplinary Referrals Reporting Table

Offense	Year	Geographic Locations		
		On-Campus Property	Non-Campus Property	Public Property
Arrests: Weapons (Carrying, Possessing, etc.)	2023	0	0	0
	2024	0	0	0
	2025	0	0	0
Disciplinary Referrals (Weapons: Carrying, Possessing, etc.)	2023	0	0	0
	2024	0	0	0
	2025	0	0	0
Arrests: Drug Abuse/Law Violations	2023	0	0	0
	2024	1	0	1
	2025	0	0	0
Disciplinary Referrals: Drug Abuse/Law Violations	2023	2	0	2
	2024	0	0	0
	2025	2	0	0
Arrests: Liquor Law Violations	2023	0	0	0
	2024	0	0	0
	2025	0	0	0
Disciplinary Referrals: Liquor Law Violations	2023	0	0	0
	2024	0	0	0
	2025	0	0	0

Main/Livonia Campus Hazing Reporting Table

Offense	Year	Geographic Locations		
		On-Campus Property	Non-Campus Property	Public Property
Hazing	2023	NA	NA	NA
	2024	NA	NA	NA
	2025	0	0	0

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

PUBLIC SAFETY TRAINING CENTER (PSTC)

Public Safety Training Center (PSTC) Criminal Offenses Reporting Table

Offense	Year	Geographic Locations		
		On-Campus Property	Non-Campus Property	Public Property
Murder/Non-negligent Manslaughter	2023	0	0	0
	2024	0	0	0
	2025	0	0	0
Manslaughter by Negligence	2023	0	0	0
	2024	0	0	0
	2025	0	0	0
Rape	2023	0	0	0
	2024	0	0	0
	2025	0	0	0
Fondling	2023	0	0	0
	2024	0	0	0
	2025	0	0	0
Incest	2023	0	0	0
	2024	0	0	0
	2025	0	0	0
Statutory Rape	2023	0	0	0
	2024	0	0	0
	2025	0	0	0
Robbery	2023	0	0	0
	2024	0	0	0
	2025	0	0	0
Aggravated Assault	2023	0	0	0
	2024	0	0	0
	2025	0	0	0
Burglary	2023	0	0	0
	2024	0	0	0
	2025	0	0	0
Motor Vehicle Theft	2023	0	0	0
	2024	0	0	0
	2025	0	0	0
Arson	2023	0	0	0
	2024	0	0	0
	2025	0	0	0

Hate Crime: There were no reported hate crimes at the PSTC in 2023, 2024 and 2025. (Categories of Bias: race; religion, ethnicity, national origin, gender; sexual orientation, disability, or gender identity.)

Unfounded Incidents: There were no unfounded reports at the PSTC in 2023, 2024 or 2025.

Public Safety Training Center (PSTC) VAWA Offenses Reporting Table

Offense	Year	Geographic Locations		
		On-Campus Property	Non-Campus Property	Public Property
Domestic Violence	2023	0	0	0
	2024	0	0	0
	2025	0	0	0
Dating Violence	2023	0	0	0
	2024	0	0	0
	2025	0	0	0
Stalking	2023	0	0	0
	2024	0	0	0
	2025	0	0	0

Public Safety Training Center (PSTC) Arrests and Disciplinary Referrals Reporting Table

Offense	Year	Geographic Locations		
		On-Campus Property	Non-Campus Property	Public Property
Arrests: Weapons (Carrying, Possessing, etc.)	2023	0	0	0
	2024	0	0	0
	2025	0	0	0
Disciplinary Referrals (Weapons: Carrying, Possessing, etc.)	2023	0	0	0
	2024	0	0	0
	2025	0	0	0
Arrests: Drug Abuse/Law Violations	2023	0	0	0
	2024	0	0	0
	2025	0	0	0
Disciplinary Referrals: Drug Abuse/Law Violations	2023	0	0	0
	2024	0	0	0
	2025	0	0	0
Arrests: Liquor Law Violations	2023	0	0	0
	2024	0	0	0
	2025	0	0	0
Disciplinary Referrals: Liquor Law Violations	2023	0	0	0
	2024	0	0	0
	2025	0	0	0

Public Safety Training Center (PSTC) Hazing Reporting Table

Offense	Year	Geographic Locations		
		On-Campus Property	Non-Campus Property	Public Property
Hazing	2023	NA	NA	NA
	2024	NA	NA	NA
	2025	0	0	0

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

THE MANUFACTURING AND ENGINEERING CENTER (MEC)

The Manufacturing and Engineering Center (MEC) Criminal Offenses Reporting Table

Offense	Year	Geographic Locations		
		On-Campus Property	Non-Campus Property	Public Property
Murder/Non-negligent Manslaughter	2023	0	0	0
	2024	0	0	0
	2025	0	0	0
Manslaughter by Negligence	2023	0	0	0
	2024	0	0	0
	2025	0	0	0
Rape	2023	0	0	0
	2024	0	0	0
	2025	0	0	0
Fondling	2023	0	0	0
	2024	0	0	0
	2025	0	0	0
Incest	2023	0	0	0
	2024	0	0	0
	2025	0	0	0
Statutory Rape	2023	0	0	0
	2024	0	0	0
	2025	0	0	0
Robbery	2023	0	0	0
	2024	0	0	0
	2025	0	0	0
Aggravated Assault	2023	0	0	0
	2024	0	0	0
	2025	0	0	0
Burglary	2023	0	0	0
	2024	0	0	0
	2025	0	0	0
Motor Vehicle Theft	2023	0	0	0
	2024	0	0	0
	2025	0	0	0
Arson	2023	0	0	0
	2024	0	0	0
	2025	0	0	0

Hate Crime: There were no reported hate crimes at the MEC in 2023, 2024 and 2025. (Categories of Bias: race; religion, ethnicity, national origin, gender; sexual orientation, disability, or gender identity.)

Unfounded Incidents: There were no unfounded reports at the MEC in 2023, 2024 or 2025.

The Manufacturing and Engineering Center (MEC) VAWA Offenses Reporting Table

Offense	Year	Geographic Locations		
		On-Campus Property	Non-Campus Property	Public Property
Domestic Violence	2023	0	0	0
	2024	0	0	0
	2025	0	0	0
Dating Violence	2023	0	0	0
	2024	0	0	0
	2025	0	0	0
Stalking	2023	0	0	0
	2024	0	0	0
	2025	0	0	0

The Manufacturing and Engineering Center (MEC) Arrests and Disciplinary Referrals Reporting Table

Offense	Year	Geographic Locations		
		On-Campus Property	Non-Campus Property	Public Property
Arrests: Weapons (Carrying, Possessing, etc.)	2023	0	0	0
	2024	0	0	0
	2025	0	0	0
Disciplinary Referrals (Weapons: Carrying, Possessing, etc.)	2023	0	0	0
	2024	0	0	0
	2025	0	0	0
Arrests: Drug Abuse/Law Violations	2023	0	0	0
	2024	0	0	0
	2025	0	0	0
Disciplinary Referrals: Drug Abuse/Law Violations	2023	0	0	0
	2024	0	0	0
	2025	0	0	0
Arrests: Liquor Law Violations	2023	0	0	0
	2024	0	0	0
	2025	0	0	0
Disciplinary Referrals: Liquor Law Violations	2023	0	0	0
	2024	0	0	0
	2025	0	0	0

The Manufacturing and Engineering Center (MEC) Hazing Reporting Table

Offense	Year	Geographic Locations		
		On-Campus Property	Non-Campus Property	Public Property
Hazing	2023	NA	NA	NA
	2024	NA	NA	NA
	2025	0	0	0

Schoolcraft College 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 Schoolcraft College's Clery geography (see definitions in geography section) that, in the judgment of the Schoolcraft College 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 considering 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 Schoolcraft College 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 Schoolcraft College Chief of Police, or designee.

After the Campus Police evaluates to validate the crime and threat to the campus community, the Chief of Police will confer with the President. If notification of the public is deemed necessary, a Timely Warning may be placed on the campus television network, the local media may be notified, the SC Alerts System may be activated, and the Chief of Staff will arrange for the information to be placed on the College website. This will be the procedure for all Schoolcraft College properties.

Schoolcraft College uses multiple resources to collect information that may necessitate a Timely Warning. Information obtained directly at the Schoolcraft College Police Department, or while monitoring local police radio transmissions, as well as police incident reports sent to Schoolcraft Police by neighboring jurisdictions, provide the information we need to determine if there is a threat to our campus community requiring a Timely Warning.

The primary method of communicating a Timely Warning will be through the Schoolcraft College Rave Emergency Alert System (SCAlert) 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 Schoolcraft College police webpage. In extenuating cases other possible methods of communication may include any of the following: home or mobile phone calls (SCAlert System), a banner on the Schoolcraft College website homepage.

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

EMERGENCY NOTIFICATION

The Clery Act requires every Title IV institution, without exception, to have and disclose emergency response and evacuation procedures in response to a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees occurring on the campus.

Schoolcraft 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 Schoolcraft College by calling **911** or **8-911** from any college campus phone, or **911** from your cell phone. You may also notify the Campus Police by calling ext. **4424** from any campus phone or **734-462-4424** from a cell or public phone.

In the event of an emergency, Schoolcraft College 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, Schoolcraft College 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 the Schoolcraft College 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), Schoolcraft College 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 (Schoolcraft College 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: SCAlerts (email, text, phone), the SC Safe downloadable app, the public address system, the college television network, 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 or his designee is responsible for initiating the Emergency Notification and will work with the Chief of Staff and/or other college staff to accomplish this task, 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 or available designee 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. In extenuating circumstances, a full screen takeover may be initiated using

Alertus profiles in SCAAlerts. The Schoolcraft College SCAAlert System is auto-populated nightly with current student and employee contact information. If someone elects against receiving communication through the SCAAlert System, including Emergency Notifications and Timely Warnings from the college, they will need to contact the Chief of Police to be removed from the system. Community members, parents and other stakeholders are also able to subscribe to the SCAAlert System service at [Rave Login - Schoolcraft College](#). When necessary, Schoolcraft College 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 Schoolcraft College 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.

The Schoolcraft College Police Department process for all 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.

Annually, the College reviews and tests emergency response and evacuation procedures, which may or may not be pre-announced. Campus Police conduct frequent training and drills in these areas, and the College conducts an annual tabletop exercise for executive leadership as well.

PUBLIC SAFETY ADVISORY

Schoolcraft College 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 Schoolcraft College Police Chief or designee. The advisory will be issued to students and employees via standard email.



EMERGENCY RESPONSE AND EVACUATION PROCEDURES

Under the Clery Act, Emergency Notification is the process by which Schoolcraft College will immediately notify the campus community upon the confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students or employees occurring on any of the three campuses. Examples include outbreak of meningitis, norovirus, or other serious illness, approaching tornado, hurricane or other extreme weather conditions, earthquake, gas leak, terrorist incident, armed intruder, bomb threat, civil unrest or rioting, explosion, or nearby chemical or hazardous waste spill.

The current emergency operations plan can be found by visiting the Schoolcraft College Police Department website, under Emergency Procedures - [Emergency Procedures – SC Police – Schoolcraft College](#). In conjunction with other local first responders, Schoolcraft College 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 operations 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

Annually, the College will test the emergency response and evacuation procedures, which may be pre-announced or not. Tests are evaluated and documented by Schoolcraft College Campus Police officers in a Call for Service (CFS).

The emergency evacuation procedures:

1. Should any person become aware of an emergency or other dangerous situation, they should call 911.
2. Schoolcraft College Campus Police will respond to the scene to determine the kind, severity, and appropriate response to the situation.
3. If the situation indicates an immediate threat to the health or safety of the College populations, the Campus Police will initiate communication notification steps that include:
 - i. Determining which community segment(s) will receive the notification;
 - ii. Determining the content of the notification; and
 - iii. Initiating the notification.
4. The Chief of Police or his designee is responsible for initiating the emergency notification.
5. The emergency notification shall be instituted without delay but will consider the professional judgment of those initiating it in case the notification would compromise efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency.
6. Each event will be evaluated to determine the notification method utilized which may include: SC Safe App, SC Alerts, (Email, phone and SMS text messages), ALERTUS (computer screen pop-ups), building intercom systems, patrol car public address system, voicemail messages sent from Information Services to campus phones, messages placed on the campus video network by Media, posting on the College website and/or social media posts. (Sign up for SC Alerts at <https://www.schoolcraft.edu/scpd/receive-alerts/>).

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 Schoolcraft College evacuation drills are used 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, Schoolcraft College is required to train all its instructional staff on fire and emergency evacuation procedures 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 Campus Police at (734) 462-4424 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 The Schoolcraft College 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 the Schoolcraft College police. 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 to the Schoolcraft College Police Department at (734) 462-4424.

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 Schoolcraft 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 people from higher floors to lower, windowless areas of Schoolcraft College 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. Faculty and staff should familiarize themselves with the Schoolcraft College Emergency Operations Plan (EOP) in the event of a tornado.

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, The Schoolcraft College 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 the Schoolcraft Police Department 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 City of Livonia community warning sirens are tested at noon on the first Saturday of each month from April through October.



DRUG FREE SCHOOLS AND COMMUNITIES ACT

DRUG AND ALCOHOL POLICY

I. Policy Section(s):

1092 Alcohol
2006 Controlled Substance
2011 Code of Conduct
4200 Drug Free Workplace

II. Policy Subsection:

1092.1&2 Guidelines for Alcohol – Conference Center Events
1092.4 Handling of Alcoholic Beverages
1092. 5 Guidelines on Alcohol – American Harvest Brew Pub
2011 Code of Conduct

III. Policy Statement

Schoolcraft College Students, employees, and visitors are expected to observe all federal, state, and local laws and College regulations governing the use and possession of alcoholic beverages, narcotics, or dangerous drugs. All students, employees, and visitors are specifically forbidden to use or possess alcoholic beverages, narcotics, or dangerous drugs or to be under the influence while on college property. The possession, sale or furnishing of alcohol is governed by state and local laws. It is unlawful to sell, furnish, or provide alcohol to anyone less than 21 years of age.

Excessive use of alcohol by students under any circumstances is not condoned by the College and undesirable conduct resulting from alcohol use will be subject to disciplinary action.

Schoolcraft College property has been designated “Drug free” and only under certain circumstances is the consumption of alcohol permitted. The possession, sale, manufacture or distribution of any controlled substance is illegal under both state and federal laws. Such laws are strictly enforced by the Schoolcraft College Campus Police. Violators are subject to college disciplinary action and criminal prosecution.

Alcoholic beverages may be served in the VisTaTech Center as an integral part of culinary arts and community service programs. They also may be served to organizations affiliated with the College upon proper authorization (See College Policy 2007).

It is College policy that the unauthorized manufacture, distribution, dispensation, possession or use, or being under the influence of a controlled substance, by any employee while on duty, reporting to duty, or while participating in any College activity, is strictly prohibited. The term “controlled substance” refers to drugs and chemical substances such as, but not limited to marijuana, cocaine, crack cocaine, heroin, peyote, mescaline, or LSD.

Drug or alcohol-abuse education programs, as required under section 120(a) through (d) of the Higher Education Act (HEA) include materials and brochures on Alcohol and Other Drug Abuse Prevention education available in the Student Support Services Office, Hinkle Center, and the Student Activities Office. In addition, Alcohol and Other Drug Abuse Prevention information is emailed directly to all students.

Schoolcraft College Policy on Alcohol and Other Drug Abuse Prevention Programs, along with resources can be viewed online at <http://www.schoolcraft.edu/consumer-information/schoolcraft-college-policies-and-procedures/alcohol-other-drug-abuse-prevention-program-policy>.

The College offers assistance and/or referrals to any student or employee for drug or alcohol abuse. Human Resources annually sends out annual notification of our Alcohol and Other Drug Abuse Prevention policy annually to current employees and provides it to new employees upon hire. New students are provided with this information as well, and current students receive it quarterly from Student Relations. Students should contact the

Student Relations Office and employees should see the Human Resources Department for details.

In November 2018, Michigan voters approved the legalization of recreational marijuana. In January 2019, the Executive Director of Human Resources (Laura Sensing) issued this email to the Staff and Faculty of Schoolcraft College:

To the campus community,

Last November, voters in Michigan approved Proposal 1 to allow possession, use and distribution of marijuana in Michigan; on behalf of the College, I am writing to clarify that this does not change federal law, nor does it change Schoolcraft College's obligation to abide by federal law.

As a recipient of federal financial aid and grant funding, the College is required to adhere to regulations outlined in the Controlled Substances Act, the Drug Free Schools and Campuses Act and the federal Drug Free Workplace Act. All of these prohibit the possession, use and distribution of marijuana in all forms, as provided in existing Board policy and procedures. Enforcement of federal law applies to violations for any reason, including use for medicinal purposes.

We will also be communicating with our students to clarify that the change in the marijuana laws will not alter the Student Code of Conduct, which also prohibits the possession, use, and distribution of marijuana in all forms while on college premises or participating in campus activities.

Any employee convicted of violating any criminal drug statute related to conduct occurring in the workplace must report the situation to the Human Resource Office within five days after conviction. Any employee or student who violates this policy may be subject to sanctions, including, without limitation, termination (See College Policy 4200).

An Employee Assistance Plan is available for confidential referrals to aid employees seeking rehabilitation.

Further information can be found by consulting with College Policies and Procedures, including Policies 1092, 2006, 2007 and 2011, and the Alcohol and Other Drug Abuse Prevention brochure for additional information.

IV. Reason for Policies

Drug and alcohol use or abuse may pose a threat to the health and safety of Schoolcraft 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 Policies

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

VI. Who Should Read the Policies

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

VI. 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 Student
Code of Conduct
Conflict of Interest Policy
Code of Ethics
Monitoring System
Misconduct Policy

VII. Contacts

Human Resources
Schoolcraft College Chief of Police
Director of Student Life and Conduct

VIII. 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, Schoolcraft College Police, contingency, adjunct employees, and student employees.

C. Student: The term "student" includes persons who have been issued a student number at Schoolcraft 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.

IX. Procedures

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

Schoolcraft College 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 the supervisor, the Student Conduct Office, Human Resources, or Campus Police.

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 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.

C. 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 grievance, charge, claim or other legal proceeding initiated by or on behalf of an employee or applicant.

DRUG AND ALCOHOL AWARENESS PROGRAMS

At Schoolcraft we want our students and staff to be safe, healthy and successful. One way to do this is to offer policies, resources and support that help individuals avoid the abuse of alcohol and other drugs. [Alcohol & Other Drug Abuse Prevention Program & Policy – Consumer Information – Schoolcraft College](#).

This section of our website pulls together information on the following:

- College policies and standards of conduct regarding drug and alcohol possession and usage, and sanctions for violations.
- State and federal laws regarding drug and alcohol possession and usage, and penalties for violations.
- Health risks associated with drug and alcohol usage and abuse.
- Information on awareness-raising and educational activities sponsored by the College regarding drug and alcohol use and abuse.
- Information about on-campus and community-based support and resources for individuals dealing with drug or alcohol problems.

The content on these pages is managed by the Student Relations Office. Questions can be directed to this office at (734) 462-4426, or by emailing answers@schoolcraft.edu.

Helpful information listed:

- Health Risks associated with alcohol, drugs, and tobacco.
- Annual Distribution of Drug and Alcohol Abuse Prevention Information.
- Alcohol and Other Drug Abuse Treatment Services Available in Southeast Michigan.
- AlcoholEDU Training.

DRUG AND ALCOHOL RESOURCES

Schoolcraft College also offers the following resources:

- Alcohol Abuse Awareness during Welcome Week.
- At Schoolcraft College, we understand the importance of mental health and its impact on student success. That's why we've introduced **SC BeWell**, a new, free resource offering a range of mental health and wellness support services to our students. This information can be accessed at: [SC BeWell – Student Relations – Schoolcraft College](#).
- 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.
- Substance abuse treatment is covered by all medical plans offered by Schoolcraft 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. Schoolcraft College offers leaves covered under the Family and Medical Leave Act and those not covered by the act. Interested employees work with Schoolcraft's Human Resources department to request 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

Schoolcraft College 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 1080 Prohibition against Discrimination and/or Harassment, and Title IX Sexual Harassment Policy. Full policies are available on the College Policies webpage, [Schoolcraft College Policies & Procedures](#).

POLICY FRAMEWORK & INSTITUTIONAL OVERSIGHT

Policy 1080 Against Discrimination and Harassment

Policy 1080 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 current text is available on the College Policies webpage, [Schoolcraft College Policies & Procedures](#).

Policy 1080 Title IX Sexual Harassment Policy

Policy 1080 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 Policy 1080 can be viewed here: 1080 - [Policy](#).

Title IX Coordinator

The Title IX Coordinator has primary responsibility for administering and enforcing Policy 1080 Against Discrimination and Harassment (Sexual Harassment included). The Title IX Coordinator 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. More information about reporting, prevention, support, response, investigations, and hearings is available on the College website:

1. [Gender-Based and Sexual Misconduct Information and Reporting \(Title IX\) - Schoolcraft College](#)
2. [Sexual Misconduct Information/Reporting \(Title IX\) - SC Police Department - Schoolcraft College](#)
3. [Policy - 1080](#)

DEFINITIONS

Schoolcraft College prohibits the offenses of domestic violence, dating violence, sexual assault and stalking (as defined by the Clery Act) and reaffirms its commitment to maintaining a campus environment that emphasizes the dignity and worth of all members of the College community. Toward that end, Schoolcraft College issues this statement of policy to inform the campus community of our programs to address domestic violence, dating violence, sexual assault and stalking as well as the procedures for institutional disciplinary action in cases of alleged dating violence, domestic violence, sexual assault, or stalking, which will be followed regardless of whether the incident occurs on or off campus when it is reported to a College official.

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, Schoolcraft College 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, Schoolcraft College defers to Michigan criminal statutes [see appendix: Michigan Criminal Law Definitions].

Advisor: Either Party may be assisted during their process by an advisor of their choice. If necessary, the College may provide a party with an advisor without charge. The role of the advisor is narrow in scope: the advisor may attend any interview or meeting connected with the grievance process, but the advisor shall remain silent and may not serve as a proxy for the party. The advisor may attend the hearing and may only speak for the purpose of cross-examination of the other party and any witnesses at the hearing. The advisor shall not actively participate in the hearing in any way.

Confidential Reporting: If the complainant requests confidentiality, the Title IX Coordinator or other appropriate College designee responsible for evaluating requests for confidentiality should make every effort to respect this request and should evaluate the request in the context of the College's responsibility to provide a safe and nondiscriminatory environment for all students and employees. For a full explanation of this definition see Schoolcraft College policy 1080.

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 is defined as permission to act. It may be given by words or actions, so long as those words or actions create clear, mutually understood permission to engage in (and the conditions of) sexual activity. Consent must meet all the following standards:

- **Active, not passive.** Silence, in and of itself, cannot be interpreted as consent. There is no requirement that an individual resist a sexual act or advance, but resistance is a clear demonstration of not consenting.
- **Given freely.** A person cannot give consent under force, threats, or unreasonable pressure (coercion). Coercion includes continued pressure after an individual has made it clear that s/he does not want to engage in the behavior.
- **Provided knowingly.** Legally valid consent to sexual activity cannot be given by:
 - A person under the legal age to consent (16 years old in Michigan), or
 - An individual who is known to be (or based on the circumstances should reasonably be known to be) mentally or physically incapacitated. An incapacitated person is someone who cannot make rational, reasonable decisions because s/he lacks the capacity to understand the "who, what, when, where, why and how" of a sexual interaction. This includes a person whose incapacity results from mental disability, sleep, involuntary physical restraint, unconsciousness, use of alcohol or other drugs.
- **Specific.** Permission to engage in one form of sexual activity does not imply permission for another activity. In addition, previous relationships or prior consent do not imply consent to future sexual acts. It is the responsibility of the initiator of the act to receive permission for the specific act. As a result, consent may be requested and given several times by multiple parties during a sexual encounter involving multiple acts.

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.

Consent may be withdrawn at any time, even during sexual activity. If consent is withdrawn during 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 a person who is or has been in a social relationship of a romantic or intimate nature with the victim.

ii. The existence of such a relationship shall be 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.

iii. For the purposes of this definition—

A) Dating Violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse.

B) Dating violence does not include acts covered under the definition of domestic violence.

Domestic Violence:

- i. A Felony or misdemeanor crime of violence committed—
 - A) By a current or former spouse or intimate partner of the victim;
 - B) By a person with whom the victim shares a child in common;
 - C) By a person who is cohabitating with, or has cohabitated with, the victim as a spouse or intimate partner;
 - D) By a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred; or
 - E) By any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.

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: An offense that meets the definition of rape, fondling, incest, or statutory rape as used in the FBI's Uniform Crime Reporting (UCR) program. Per the National Incident-Based Reporting System User Manual from the FBI UCR Program, a sex offense is "any sexual act directed against another person, without the consent of the victim, including instances where the victim is incapable of giving consent."

- o **Rape** is defined as the penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim.

- o **Fondling** is defined as the touching of the private parts of another person for the purposes of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity.

- o **Incest** is defined as sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.

- o **Statutory Rape** is defined as sexual intercourse with a person who is under the statutory age of consent.

Stalking:

- i. Engaging in a course of conduct directed at a specific person that would cause a reasonable person to—

- A) Fear for the person's safety or the safety of others; or
 - B) Suffer substantial emotional distress.

- ii. For the purposes of this definition—

- A) *Course of conduct* means two or more acts, including, but not limited to, acts 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.

- B) *Reasonable person* means a reasonable person under similar circumstances and with similar identities to the victim.

- C) *Substantial emotional distress* means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.

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. Schoolcraft College has procedures in place that serve to be sensitive to victims who report sexual assault, domestic violence, dating violence, and stalking, including informing individuals about their right to file criminal charges as well as the availability of counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance and other services on and/or off campus as well as additional remedies to prevent contact between a complainant and an accused party, such as housing, academic, transportation and working accommodations, if reasonably available. The College will make such accommodations, if the victim requests them and if they are reasonably available, regardless of whether the victim chooses to report the crime to the Campus Police or local law enforcement. Students should contact the Chief Student Services Officer at (734) 462-4468 or by email at lsnyder@schoolcraft.edu. Employees can contact the Manager of Human Resources at (734) 462-4408 or via email at hr@schoolcraft.edu.

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 not to make a complaint regarding an incident, they should consider speaking with the Schoolcraft College Police or local law enforcement to preserve evidence if 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 is 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 The Schoolcraft Police at (734) 462-4424.

Regarding sexual assaults, time is a critical factor for evidence collection and preservation. Filing a report with the Campus Police will not obligate the victim to prosecute, nor will it subject the victim to scrutiny or judgmental opinions from the officers. Filing a report will ensure that the victim receives the necessary medical treatment and tests. It will also provide the opportunity for collection of evidence helpful in prosecution, which cannot be obtained later.

Every person reporting a sexual assault, domestic violence, dating violence or stalking incident shall receive a Crime Victim's Rights Card. The card contains important information for victims of these assaults, including: an explanation of their legal rights, available emergency medical services, victim's compensation, prosecutor's office contact information, information regarding an explanation of Title IX, information regarding domestic violence shelters, counseling, and obtaining personal protection orders, as well as contact information for the Schoolcraft Police.

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 at [Gender-Based and Sexual Misconduct Information and Reporting \(Title IX\) – Schoolcraft College](#).

Student-related assaultive conduct (including sexual assaults, domestic/dating violence and stalking) may also be reported to the Chief Student Services Officer at **734-462-4468** and employee-related assaultive conduct (including sexual assaults, domestic/dating violence and stalking) may be reported to the Manager of Human Resources at **734-462-4406**.

Note on Court Orders

Schoolcraft College complies with Michigan law in recognizing orders of protection (Personal Protection Orders). Any person who obtains an order of protection from Michigan or any reciprocal state should provide a copy to the Campus Police and the Office of the Title IX Coordinator. A complainant may then meet with Campus Police to develop a Safety Action Plan, which is a plan for campus 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, changing classroom location or allowing a student to complete assignments from home, etc.) The College cannot apply for a legal order of protection, no contact order or restraining order for a victim from the applicable jurisdiction(s).

The victim is required to apply directly for these services. Protection from abuse orders is available at the Coleman A. Young Municipal Center (CAYMC), 2 Woodward Avenue, Detroit, MI 48226, Room 928 on the 9th floor. Further questions should be directed to the Wayne County Clerk's Office at **313-224-6292**.

The College may issue an institutional no contact order if deemed appropriate or at the request of the victim or accused. If the College receives a report that such an institutional no-contact order has been violated, the College will initiate disciplinary proceedings appropriate to the status of the accused (student, employee, etc.) and will impose sanctions if the accused is found responsible for violating the no contact order. 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.

Accommodations and Protective Measures Available for Victims

Upon receipt of a report of domestic violence, dating violence, sexual assault or stalking, Schoolcraft College will provide written notification to students and employees about accommodations available to them, including academic, transportation and working situations. The written notification will include information regarding the accommodation options, available assistance in requesting accommodations, and how to request accommodations and protective measures (i.e., the notification will include the name and contact information for the individual or office that should be contacted to request the accommodations).

At the victim's request, and to the extent of the victim's cooperation and consent, College offices will work cooperatively to assist the victim in obtaining accommodations. If reasonably available, a victim may be

offered changes to academic, living (Schoolcraft College does not have residence halls), working or transportation situations regardless of whether the victim chooses to report the crime to campus police or local law enforcement. Examples of options for a potential change to the academic situation may be to transfer to a different section of a class, withdraw and take a class at another time if there is no option for moving to a different section, etc. Potential changes to living situations may include moving to a different room or residence hall. Possible changes to work situations may include changing working hours. Possible changes in transportation may include having the student or employee park in a different location, assisting the student or employee with a safety escort, etc.

To request changes to academic, transportation and/or working situations or protective measures, or if the victim wishes to receive assistance in requesting these accommodations, students should contact the Dean of Students. She can be contacted by calling **734-462-4486** or in person by visiting his campus office in the McDowell Building, Room 175, 18600 Haggerty Road, Livonia, MI 48152, or by email at nwilson@schoolcraft.edu. Employees can contact the Manager of Human Resources at **734-462-4406** or via email at hr@schoolcraft.edu.

On and Off Campus Services for Victims

Upon receipt of a report of domestic violence, dating violence, sexual assault or stalking, Schoolcraft College will provide written notification to students and employees about existing assistance with and/or information about obtaining resources and services including counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid and assistance in notifying appropriate local law enforcement.

These resources include the following:

ON CAMPUS	Type of Services Available	Service Provider	Contact Information
Office of Dean of Students & Deputy IX Coordinator	Needs assessment, assistance with college procedures, referrals to college and community resources, mental health support, Title IX process, brochures.	Dean of Students/Deputy Title IX Coordinator and Student Relations staff, including associate dean, specialists and Student Support Specialist.	734-462-4486 studentrelations@schoolcraft.edu
Health	Referrals to hospital.	Campus Police or Student Relations	Campus Police: 734-462-4424 Student Relations: 734-462-4486
Mental Health	Crisis intervention and support, consultations, referrals to mental health providers, referrals to local service providers for survivors of sexual assault and domestic/dating violence.	Licensed Master Social Worker, part of Student Relations staff, SC BeWell (telehealth mental health support).	734-462-4486 Mental Health Support - Student Relations - Schoolcraft College 833-569-1434 https://scbewell.com/
Victim Advocacy	Brochures, referral to local agencies and 24-hour hot lines	Hinkle Student Resource Center and Student Relations Office	Hinkle: 734-462-4443 Student Relations: 734-462-4486
Legal Assistance	Ask an Attorney	Hinkle Student Resource Center	Hinkle: 734-462-4443
Visa and Immigration Assistance	Enrollment assistance	International Coordinator	734-462-4429 scisq@schoolcraft.edu

Hinkle Student Resource Center	Referrals to local service providers for community resources, incl. food, housing, clothing, transportation, healthcare & more.	Hinkle Student Resource Center Specialist	734-462-4443 Hinkle Center – Schoolcraft College – We help with challenges outside the classroom.
Discrimination, Harassment, and Bullying (Policy 1080)	Information on how to report and where to get resources and support	Student Relations, Hinkle Student Resource Center, other offices on campus	Discrimination, Harassment & Bullying – Consumer Information – Schoolcraft College https://www.schoolcraft.edu/student-relations/gender-based-and-sexual-misconduct-information-and-reporting-(title-ix)
Sexual misconduct information from SCPD	Web content	Schoolcraft College Police Department	Sexual Misconduct Information/Reporting (Title IX) – SC Police Department – Schoolcraft College

OFF CAMPUS	Type of Services Available	Service Provider	Contact Information
Victim Advocacy	Shelter, counseling, advocacy, SANE Exams, assault response, 24-hour help line services, legal information, children's services, training and education to survivors and to the community.	First Step, Charlie Health, Together We Thrive Wellness, Wayne Metro Action Agency, Lake Shore Legal Aid	First Step: 734-416-1111 24 Hour Help Line: 734-722-6800 Charlie Health: 986-206-0414 http://www.charliehealth.com Together We Thrive Wellness: 248-220-7199 https://togetherwethrivewellness.com/ Metro Action Agency: 313-388-9799 https://www.waynemetro.org/ Lake Shore: 888-783-8190 https://lakeshorelegalaid.org

Other resources available to persons who report being the victim of sexual assault, domestic violence, dating violence, or stalking, include:

<http://www.rainn.org> – Rape, Abuse and Incest National Network

[Office for Civil Rights \(OCR\) Reading Room | U.S. Department of Education](#) Department of Education, Office of Civil Rights

Determination and Implementation

Schoolcraft College 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 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 Schoolcraft 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 Schoolcraft College No Contact Orders.

Schoolcraft College 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 Schoolcraft College Police. A complainant may then meet with Campus Police or Title IX to develop a Safety Action Plan, which is a plan for Campus 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 (PPO)

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 Schoolcraft College Police Department and the appropriate jurisdiction of record. A complainant may then meet with the Schoolcraft College Police Chief or Title IX coordinator and the Dean of Students to develop a plan to reduce the risk of harm while on campus or coming and going from campus. Schoolcraft College 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. Schoolcraft College 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 the Schoolcraft College Police Department may assist the victim.

In Wayne County, a victim may apply directly for these services with the 3rd Circuit Court Personal Protection Orders Department (the Coleman A. Young Municipal Center (CAYMC), 2 Woodward Avenue, Detroit, MI 48226, Room 928 on the 9th floor, telephone number (313) 224-6292), Monday through Friday, from 8 a.m.-4:30 p.m. For more information go to [Personal Protection Orders & Extreme Risk Protection Orders](#).

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

The PPO Office 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.

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. More information can be found at [Attorney General: Extreme Risk Protection Order \(ERPO\)](#).

Schoolcraft College No Contact Order

Schoolcraft College 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 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 Schoolcraft Colleges 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 individual assessment to determine what measures are appropriate and reasonably available.

Emergency Removal and Administrative Leaves

In certain circumstances, Schoolcraft College may take immediate action to protect the safety of the campus community. Following an individualized safety and risk analysis, the Dean of Students 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. Schoolcraft College 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 Chief Student Services Officer, the Manager of Human Resources, or the Title IX Coordinator (or Deputy Title IX Coordinator), or designee, 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.

Individuals may also make a report with the Schoolcraft College Police or other law enforcement. For emergencies call **911**. For campus response, contact the Schoolcraft Police's Department at **(734) 462-4424**. Although Schoolcraft College strongly encourages all members of its community to report violations of the Title IX policy to law enforcement (either Schoolcraft's 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.

Reports of all domestic violence, dating violence, sexual assault and stalking and other potential violations that are made to the Schoolcraft College 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 Schoolcraft College Police Department. The college will proceed with an investigation without the Complainant to see 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 details, 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. Schoolcraft College 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 Executive Director of Human Resources. 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

If a report of domestic violence, dating violence, sexual assault or stalking is reported to the College, below are the procedures that the College will follow:

Incident Being Reported	Procedure Institution Will Follow
Sexual Assault	1. Depending on when reported (immediate vs delayed report), Schoolcraft College will provide complainant with access to medical care and will... 2. Assess immediate safety needs of complainant. 3. Assist complainant with contacting local police if complainant requests AND provides the complainant with contact information for local police department. 4. Provide complainant with referrals to on and off campus mental health providers. 5. Assess the need to implement interim or long-term protective measures, if appropriate. 6. Provide the victim with a written explanation of the victim's rights and options. 7. Provide a "No trespass" (PNG: persona non grata) directive to accused party if deemed appropriate. 8. Provide written instructions on how to apply for Protective Order. 9. Provide a copy of the policy applicable to Sexual Assault to the complainant and inform the complainant regarding timeframes for inquiry, investigation and resolution. 10. Inform the complainant of the outcome of the investigation, whether the accused will be administratively charged and what the outcome of the hearing is. 11. Enforce the anti-retaliation policy and take immediate and separate action against parties that retaliate against a person for complaining of sex-based discrimination or for assisting in the investigation.

Stalking	1. Schoolcraft College will assess immediate safety needs of complainant and will... 2. Assist complainant with contacting local police if complainant requests AND provides the complainant with contact information for local police department. 3. Provide written instructions on how to apply for Protective Order. 4. Schoolcraft College will provide written information to complainants on how to preserve evidence. 5. Assess the need to implement interim or long-term protective measures to protect the complainant, if appropriate. 6. Provide the victim with a written explanation of the victim's rights and options. 7. Provide a "No trespass" (PNG: persona non grata) directive to accused party if deemed appropriate.
Dating Violence	1. Schoolcraft College will assess immediate safety needs of complainant and will... 2. Assist complainant with contacting local police if complainant requests AND provides the complainant with contact information for local police department. 3. Provide written instructions on how to apply for Protective Order. 4. Provide written information to complainant on how to preserve Evidence. 5. Assess the need to implement interim or long-term protective measures to protect the complainant, if appropriate. 6. Provide the victim with a written explanation of the victim's rights and options. 7. Provide a "No trespass" (PNG: persona non grata) directive to accused party if deemed appropriate.
Domestic Violence	1. Schoolcraft College will assess immediate safety needs of complainant and will... 2. Assist complainant with contacting local police if complainant requests AND complainant provided with contact information for local police department. 3. Provide written instructions on how to apply for Protective Order. 4. Provide written information to the complainant on how to preserve evidence. 5. Assess the need to implement interim or long-term protective measures to protect the complainant, if appropriate. 6. Provide the victim with a written explanation of the victim's rights and options. 7. Provide a "No trespass" (PNG: persona non grata) directive to accused party if deemed appropriate.

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 people 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, Schoolcraft College will maintain as confidential any accommodations or protective measures provided to either party to the extent that maintaining such confidentiality does not impair Schoolcraft Colleges ability to provide the accommodation/protective measure.

Schoolcraft College 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 1080 (Prohibition against Discrimination and/or Harassment) when Title IX jurisdiction is met. Allegations that fall outside Title IX, and any related allegations appropriately addressed in parallel, proceed under policy 2011. The Dean of Students (also the Deputy Title IX Coordinator) and Chief Student Services Officer, 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.

Schoolcraft College uses a preponderance-of-the-evidence standard and presumes the respondent not responsible unless and until a final determination is made. Schoolcraft College applies the definitions in Policy 1080 for institutional processes (see 'Definitions' section).

Policy Determination & Jurisdiction

Reports may proceed under Policy 1080 (Prohibition against Discrimination and/or Harassment) and/or Policy 2011 (Regulations Governing Students), as applicable. The Vice President and Chief Student Affairs Officer and the Associate Dean for Enrollment Management and Student Relations conduct 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 Schoolcraft College policies page as an attachment to Policy 1080 and Policy 2011, outlines Schoolcraft Colleges process.

Initial Assessment & Safety Measures

Upon receipt of a report by any method, the Office of Dean of Students conducts an initial assessment that includes outreach to the parties involved, 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, the Office of Dean of Students evaluates jurisdiction under Policy 2011 and/or 1080. When a formal investigation will proceed, the Chief Student Services Officer 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 Schoolcraft College from gathering sufficient evidence. Parties receive written notice of any dismissal and the basis for that decision, with information related to any available appeals.

Investigation and Adjudication of Violations

Schoolcraft College 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.

Whether or not criminal charges are filed, the College or a person may file a complaint under the Student Code of Conduct (Policy 2011: Regulations Governing Students), alleging that an individual student or a student group has violated the Code of Conduct.

The College's disciplinary process includes a prompt, fair, and impartial investigation and resolution process. In all instances, the process will be conducted in a manner that is consistent with the institution's policy and that is transparent to the accuser and the accused. Usually, the resolution of domestic violence, dating violence, sexual assault and stalking complaints are completed within 60 days of the report. However, each proceeding allows for extensions of timeframes for good cause with written notice to the accuser and the accused of the delay and the reason for the delay. College officials involved in the investigation or adjudication of domestic violence, dating violence, sexual assault and stalking complaints are trained annually on the issues related to domestic violence, dating violence, sexual assault, and stalking as well as how to conduct an investigation and hearing process that protects the safety of the victim and promotes accountability. Furthermore, each policy provides that:

1. The accuser and the accused will have timely notice for meetings at which the accuser or accused, or both, may be present.
2. The accuser, the accused and appropriate officials will have timely and equal access to any information that will be used during formal and informal disciplinary meetings and hearings.
3. The institutional disciplinary procedures will not be conducted by officials who have a conflict of interest or bias for or against the accuser or the accused.

4. The accuser and the accused will have the same opportunities to have others present during any institutional disciplinary proceeding. The accuser and the accused each have the opportunity to be advised by an advisor of their choice at any stage of the process and to be accompanied by that advisor to any related meeting or proceeding. The College will not limit the choice of advisor or presence for either the accuser or the accused in any meeting or institutional disciplinary proceeding. However, the role of the advisor is limited. An advisor may only consult and advise his or her advisee but not speak for the advisee at any meeting or hearing.
5. The accuser and the accused will be notified simultaneously, in writing, of any initial, interim and final decision of any disciplinary proceeding; and
6. Where an appeal is permitted under the applicable policy, the accuser and the accused will be notified simultaneously in writing of the procedures for the accused and the victim to appeal the result of the institutional disciplinary proceeding. When an appeal is filed, the accuser and the accused will be notified simultaneously in writing of any change to the result prior to the time that it becomes final as well as of the final result once the appeal is resolved.

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. Schoolcraft College honors the complaints' 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

Schoolcraft College 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.

Policy Applicable to Students Accused of Domestic Violence, Dating Violence, Sexual Assault and Stalking:

Policy 2011: Regulations Governing Students

1. How to File a Disciplinary Complaint Under this Policy

A victim can initiate disciplinary action by filing a report using the College's online reporting tool, SC aware. If a victim chooses to notify a college employee, the employee initiates action by filing a report on the student's behalf.

Link to file a report:

[SC Aware – Student Relations – Schoolcraft College](#). This link can be found at the bottom of the Schoolcraft College website [Community College Detroit Michigan – Schoolcraft College](#) homepage.

Link to Policy:

[Student Code of Conduct – Schoolcraft College](#). A hard copy is available in the Student Support Services Office, McDowell Center Room 175.

2. How the College Determines Whether This Policy will be Used
The Dean of Students (Nicole Wilson-Fennell) is the Deputy Title IX Coordinator and has been designated by Chief Student Services Officer (Laurie Kattuah-Snyder) to provide the initial review of such cases. The Coordinator and Chief Student Services Officer then confer, with the Chief Student Services Officer making the decision if the misconduct warrants an investigation under this policy.
3. Steps in the Disciplinary Process
 1. The Deputy Title IX Coordinator of Students designates an administrator to conduct the investigation.
 2. Charges are presented to the accused student in writing.
 3. Decision is made concerning the disposition of charges administratively by mutual consent or through a formal hearing before a panel. If the decision is mutual consent, the proceedings end; if a panel, the process moves to step 4.
 4. A hearing panel hears the case and renders a finding of “responsible” or “not responsible” for a code of conduct violation. If “responsible,” the panel determines the sanction(s) to be imposed.
 5. The student found “responsible” may appeal the finding and/or the sanction on these grounds: There has been a due process error; new evidence has come to light; or the sanction is not consistent with institutional precedent.
 6. The Chief Student Services Officer convenes an appeals panel to consider the appeal.
4. Anticipated Timelines
The date for a panel hearing will be set for no less than five nor more than 15 calendar days after the student has been notified of the charges, barring exigent circumstances. Maximum time limits for scheduling of hearings may be extended for cause. Students who wish to appeal a panel’s finding and/or sanction(s) must do so within 10 calendar days from the date that the accused is notified of the decision. The appeal decision is rendered within 10 calendar days. For Title IX investigations, the College follows the federal guideline of 60 days as the maximum time allowed for completion of the investigation and the finding, allowing more time for complex cases if needed.
5. Decision-Making Process
The investigating administrator interviews all parties involved, including the reporting victim, the accused respondent, and witnesses who have relevant information to offer. Photographs, video (e.g. security camera video), physical evidence, related documents, web/social media content, and student record information are all examples of information sources used by investigators.
During a panel hearing, panelists are given access to the information collected by the investigator, and the investigator walks the panel through a summary of this information. The reporting victim(s) and accused respondent(s) are also given access to the information and are given the opportunity to speak to the panel. In cases involving sexual misconduct, provisions are made so that the victim and the respondent are not in the same room together. After a period of deliberation, the panel renders its findings and decisions on the sanction(s) through a majority vote.
6. Standard of Evidence
For both administrative resolution for mutual consent and the panel hearing, the standard is the preponderance of the evidence. This standard is used for all student conduct cases, including those that fall under Title IX.
7. Possible Sanctions
Written warning, probation, loss of privileges/restriction, restitution, discretionary sanctions, suspension, removal from program of study, and expulsion.
8. Range of Protective Measures Available to a Victim Alleging Misconduct
“No contact” letters are issued to the accused during the investigation. The letter also warns against interfering with the investigation and retaliating against the reporting victim. In addition, Campus Police may issue a “no trespass” letter to individuals who are deemed an immediate threat to campus safety. Reporting victims receive an outreach letter from the Student Relations Office. This letter makes them aware of the “no contact” order to the accused; provides information for counseling support and other resources available through the College; and provides instructions on what to do if the accused violates the “no contact” order or the prohibition against interference in retaliation. The letter also reminds the victim that campus

police are available to escort them to and from their car. The number for campus police is provided.

Other protective measures are available through the Student Relations Office. These include restricting the movements of the accused on campus and adjusting class schedules and other instructional arrangements to keep the parties out of contact with each other.

Policy Applicable to Employees Accused of Domestic Violence, Dating Violence, Sexual Assault and Stalking:

1. How to File a Disciplinary Complaint Under this Policy

Board Procedure 4060.1 (Workplace Conduct) identifies prohibited conduct and the disciplinary process and sanctions. Procedure 4060.1 is available on the College's M: drive under Policies and Procedures. This content is also available in the Employee Handbook, which is available on the College's forms drive under the Human Resources folder, and available on the College's website at: [Human Resources – Schoolcraft College – Begin your journey toward employment at Schoolcraft College](#), under the Employment section.

All employees should file a report by using the College's electronic incident reporting system (SC Aware) or by directly contacting the Executive Director of Human Resources by email, phone or in person. Upon receiving a report, an investigation will commence. Reporting procedures are available in our Guide to Gender-Based and Sexual Misconduct and on the College's website here: [http://www.schoolcraft.edu/student-relations/gender-based-and-sexual-misconduct-information-and-reporting-\(title-ix\)](http://www.schoolcraft.edu/student-relations/gender-based-and-sexual-misconduct-information-and-reporting-(title-ix)). During business hours (8am-5pm) Monday through Friday, you are also strongly urged to contact the Chief Student Services Officer at (734) 462-4468. Also, reporting the incident via the College's online incident reporting system, [SC Aware – Student Relations – Schoolcraft College](#), automatically notifies both the Campus Police and the Chief Student Services Officer.

2. How the College Determines Whether This Policy will be Used

The Executive Director of Human Resources will determine whether Procedure 4060.1 (Workplace Conduct) is applicable to the alleged misconduct and will investigate the report with other appropriate College administrators as warranted.

3. Steps in the Disciplinary Process

The major steps in the disciplinary process which apply to all employees (with exceptions noted) include:

- Interview with the victim
- Interview with witnesses or other parties
- Gathering of evidence/review of video, if available
- Investigatory Meeting with employee (and union representation if a union employee)
- Administrative finding/decision with the Executive Director of Human Resources, College President, other administrators as appropriate
- If accused is a full-time faculty member and potential discipline involves suspension or termination, a disciplinary hearing is held prior to and separately from discipline meeting; attendees at this hearing include the faculty member,
- union representation, Executive Director of Human Resources, the faculty member's administrator
- Discipline meeting held with employee(s) (and union representation, if applicable) and discipline administered

4. Anticipated Timelines

Anticipated timelines for each step of the investigation and discipline process:

- Interview with victim (within one week of receiving report)
- Interview with witnesses or other parties (within one week of receiving report)
- Gathering of evidence/review of video, if available (within one week of receiving report)
- Investigatory Meeting with accused employee (and union representation, if a union employee) (within 1-2 weeks of receiving report)
- Administrative finding/decision with Executive Director of Human Resources, College President, other administrators as appropriate (within one week of completed investigation)
- If accused is a full-time faculty member and potential discipline involves suspension or

termination, a disciplinary hearing is held prior to and separately from discipline meeting; attendees at this hearing include the faculty member, union representative, the Manager of Human Resources, the faculty member's administrator (within one week of administrative finding)

- Discipline meeting held with employee (and union representation, if applicable) and discipline administered (within 5 days of administrative finding or discipline hearing if full-time faculty)

5. Decision-Making Process

All sources of information will be considered in reaching a finding (initial report information, interviews of victim(s), witnesses/other parties, information obtained from accused employee during investigatory meeting; video or other available evidence).

6. Standard of Evidence

Preponderance of the Evidence.

7. Possible Sanctions

Possible disciplinary sanctions for all employee groups:

- Verbal reprimand
- Written reprimand
- Written reprimand with 3-day suspension
- Written reprimand with 5-day suspension
- Termination

8. Range of Protective Measures Available to a Victim Alleging Misconduct

Protective measures include no-contact orders, a separate interview from accused during investigatory process, and safety escorts.

9. College-Initiated Protective Measures

In addition to those protective measures previously described the Title IX Coordinator or their designee will determine whether interim interventions and protective measures should be implemented, and, if so, take steps to implement those protective measures as soon as possible. Examples of interim protective measures include but are not limited to; a Schoolcraft College order of no contact, adjustment of course schedules, a leave of absence, or reassignment to a different supervisor or position. These remedies may be applied to one, both, or multiple parties involved. Violations of the Title IX Coordinator's directives and/or protective measures will constitute related violations that may lead to additional disciplinary action. Protective measures imposed may be temporary, pending the results of an investigation, or may become permanent as determined by Schoolcraft College.

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

Schoolcraft College 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 Schoolcraft prohibits dating violence, domestic violence, sexual assault, and stalking; the definitions of these crimes and of consent under Michigan law/Schoolcraft College policy; information on bystander intervention and risk reduction; and how to recognize warning signs of abusive behavior.

Programming Standards & Goals

Schoolcraft College 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

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:

- Identify domestic violence, dating violence, sexual assault, and stalking (as defined by the Clery Act) as prohibited conduct, as well as sexual harassment and other forms of gender-based discrimination.
- 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.
- Define what behavior and actions may constitute consent to sexual activity in the state of Michigan, and the definition Schoolcraft College uses. Schoolcraft's definition as related to consent will be used in all investigations related to violations of the Title IX policy.
- 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.
- Explain how the institution will protect confidentiality of Complainants and other necessary parties (as described in "Assistance for Victims: Rights and Options" elsewhere in this document).
- 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.
- Discuss options for interim or protective measures related to changes to academic, transportation, and/or working situations related to complaints of sexual misconduct.
- Detail procedures for institutional disciplinary action in cases of alleged dating violence, domestic violence, sexual assault or stalking (as described in "Adjudication of Violations" elsewhere in this document).
- 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.
- 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.
- 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.
- How to identify and prevent sexual violence
- Methods for responding to Complainants in a nonjudgmental way.
- Impact of trauma on Complainants.
- Schoolcraft Colleges investigation procedures used to process sexual misconduct complaints.
- Consequences of violating Schoolcraft Colleges 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. They are people who observe violence or witness the conditions that perpetuate violence. Bystanders have the choice to intervene, speak out, or assist others who may be experiencing sexual misconduct. Schoolcraft College seeks to promote a culture of accountability where bystanders are actively engaged in the prevention of violence without causing further harm. To learn more about bystander intervention contact the Student Relations Office at 734-462-4486 or studentrelations@schoolcraft.edu. Below is a list of ways in which students and Schoolcraft College 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 okay.
- 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 about becoming involved in a situation or someone is in immediate danger, call 911 or dial the Schoolcraft College Police Dept. at 734-462-4424 or 4424 from any campus phone.

Risk Reduction

Risk reduction is defined as options designed to:

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

With no intent to victim blame and recognizing that only abusers are responsible for their abuse, the following are some strategies to reduce one's risk of sexual assault or harassment (taken from Rape, Abuse, & Incest National Network, www.rainn.org).

- 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 feel unsafe in any situation, go with your gut. If you see something suspicious, contact law enforcement immediately (local authorities can be reached by calling 911 in most areas of the U.S.).
- Try not to load yourself down with packages or bags, as this can make you appear more vulnerable.
- Make sure your cell phone is with you and charged and that you have cash money.
- Do not allow yourself to be isolated with someone you do not trust or someone you do not 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, go with a group of friends. Arrive together, check in with each other throughout the evening, and leave together. Knowing where you are and who is around you may help to find a way out of a bad situation.
- Do not leave your drink unattended while talking, dancing, using the restroom, or making a phone call. If you have left your drink alone, just get a new one.
- Do not accept drinks from people you do not 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, do not drink from the punch bowls or other large, common open containers.
- Watch out for your friends and vice versa. If a friend seems out of it or is way too intoxicated for the amount of alcohol they have had, or is acting out of character, get them to a safe place immediately.

- If you suspect you or a friend has been drugged, contact law enforcement immediately (local authorities can be reached by calling 911 in most areas of the U.S.). Be explicit with doctors so they can give you the correct tests (you will need a urine test and possibly others).
- If you need to get out of an uncomfortable or scary situation here are some things that you can try:
 - Remember that being in this situation is not your fault. You did not do anything wrong; it is the person who is making you uncomfortable that is to blame.
 - Be true to yourself. Don't feel obligated to do anything you don't want to do. "I don't want to" is always a good enough reason. Do what feels right to you and what you are comfortable with.
 - Have a code word with your friends or family so that if you don't feel comfortable you can call them and communicate your discomfort without the person you are with knowing. Your friends or family can then come to get you or make up an excuse for you to leave.
 - Lie. If you don't want to hurt the person's feelings it is better to lie and make up a reason to leave than to stay and be uncomfortable, scared, or worse. Some excuses you could use are: needing to take care of a friend or family member, not feeling well, having somewhere else that you need to be, etc.
- Try to think of an escape route. How would you try to get out of the room? Where are the doors? Windows? Are there people around who might be able to help you? Is there an emergency phone nearby?
- If you and/or the other person have been drinking, you can say that you would rather wait until you both have your full judgment before doing anything you may regret later.

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.

Primary Prevention and Awareness Programs

These programs include:

Guide to Recognizing and Understanding Sexual Harassment – printed material which describes and defines sexual harassment and forms of sexual misconduct; provided and discussed during all new employee orientations.

Title IX and Sexual Harassment Prevention for Employee – online training modules that all employees are required to complete.

'Sexual Violence Prevention for Community College Students' online training for students: This web-based educational program is incorporated into the course assignments for College and Beyond, the Student Success Seminar required for new students. The training teaches students how to recognize, prevent and respond to interpersonal violence, including sexual harassment, sexual assault, stalking, and domestic and dating violence. The program includes modules on the role of alcohol consumption in increasing risk for sexual assault and on effective bystander intervention. The program includes a pre- and post-test to measure course completion and learning comprehension. The program includes links to college policies on student conduct, including sexual harassment, sexual assault, stalking, and domestic and dating violence, as well as alcohol and other drug abuse prevention.

The College offered the following **primary prevention and awareness programs** for **new incoming students** in 2025: DoV=Domestic Violence, DaV=Dating Violence, SA=Sexual Assault, S=Stalking*.

Name of Program	Date Held	Location Held	*Which Prohibited Behavior Covered
'Sexual Violence Prevention for Community College Students' is part of the curriculum for the College and Beyond Student Success Course that is a requirement for new students	Ongoing	Online	DoV, DaV, SA, S. Bystander intervention techniques and alcohol's role in increasing risk of being a perpetrator or victim of sexual misconduct are covered
Policy 1080 - Prohibition against harassment or discrimination: Definitions, resources and reporting options' given to new student in College and Beyond course	Ongoing	Online	DoV, DaV, SA, S Bystander intervention information
Brochure 'Respect and Responsibility: Student Code of Conduct' distributed to new students in College and Beyond Course; includes definitions of sexual misconduct	Ongoing	Online In the classroom	DoV, DaV, SA, S
'AlcoholEdu' online training module	Ongoing	Online	Drug and alcohol abuse prevention

The College offered the following **prevention and ongoing awareness programs** for **students** in 2026: DoV=Domestic Violence, DaV=Dating Violence, SA=Sexual Assault, S=Stalking*.

Name of Program	Date Held	Location Held	*Which Prohibited Behavior Covered
School Daze campus information festival. Student Relations Office had table promoting Sc Aware online reporting tool and bystander intervention	January 28, 29 September 22, 23	Lower Waterman 1-28 & 1-29 Trinity Elite Sports Center 9-22 & 9-23	Bystander Intervention/TIX 1-28 & 1-29 Drug and Alcohol Abuse Prevention 9-22 & 9-23
Email to all students offering help to those affected by sexual violence	February 27 September 18	Email	DoV, DaV, SA, S
Email to all students offering help/resources to those affected by alcohol and other drug abuse	March 11 November 11	Email	
Recorded video presentation to all new nursing students as part of program orientation focused on bullying in the nursing profession	June 12, 17, 24 June 25, 27 July 15, 23 August 6	Video presented in MC100 and Other locations	Bystander Intervention
Mocktail event. Student Relations Office had a table, along with local community organizations, offering help/resources to those affected by alcohol and other drug abuse.	March 13	Lower Waterman	
Policy 1080-Prohibition against harassment or discrimination: Definitions, resource and reporting options given to new students in College and Beyond	Ongoing	Website	DoV, DaV, SA, S Bystander Intervention
Student Code of Conduct available online and in print. Includes definitions of sexual misconduct	Ongoing	Website, Dean of Students/Deputy Title IX Coordinator Officer	DoV, DaV, SA, S

The College offered the following **primary prevention and awareness programs** for **new employees** in 2024: DoV=Domestic Violence, DaV=Dating Violence, SA=Sexual Assault, S=Stalking*.

Name of Program	Date Held	Location Held	*Which Prohibited Behavior Covered
Building Supportive Communities: Taking Action	0-6 months after hire	Online training module	SA, S, DoV, DaV
Guide to Recognizing and Understanding Sexual Harassment	During new employee orientations	Human Resources	SA
Preventing Harassment and Discrimination: Non-Supervisors Clery Act and Title IX	0-6 months after hire	Online training module	SA, S, DoV, DaV
Dating Violence	0-6 months after hire	Online training module	DaV
Clery Act Overview	0-6 months after hire	Online training module	SA

Ongoing Prevention and Awareness Campaigns

The College has developed an annual educational campaign for employees consisting of:

Guide to Recognizing and Understanding Sexual Harassment – printed material which describes and defines sexual harassment and forms of sexual misconduct; available on College's forms drive and accessible on the College's website.

Title IX and Sexual Harassment Prevention for Employees – online training modules that all employees are required to complete.

The College offered the following **prevention and ongoing awareness programs** for employees in 2024: DoV=Domestic Violence, DaV=Dating Violence, SA=Sexual Assault, S=Stalking*.

Name of Program	Date Held	Location Held	*Which Prohibited Behavior Covered
Building Supportive Communities: Taking Action		Online training module	SA, S, DoV, DaV
Sexual Harassment Guide to Recognizing and Understanding		Available in HR Student Relations Shared Drives	SA
Preventing Harassment and Discrimination: Non-Supervisors Clery Act and Title IX		Online training module	SA, S, DoV, DaV
Dating Violence		Online training module	DaV
Clery Act Overview		Online training module	SA
Title IX and Sexual Harassment Prevention for Employees		Online training module	SA, S, DoV, DaV

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.

Registered sex offenders who are members of the College community, upon enrollment at the College and/or anytime thereafter while they remain a student at the College, are obligated to notify the Campus Police that they have registered and are required to register with the Michigan Public Sex Offenders Registry. Failure to notify the College is deemed to be a violation of the Student Code of Conduct and subjects those students to all available College Judicial Processes and the Sanctions set forth. Tier 1, Tier 2, Tier 3, and multiple offense individuals may be requested to meet with the Dean of Students or Associate Dean of Student Relations.

Convicted sex offenders that are students of the College can register with the Livonia Police Department. Their website is: www.livoniapd.com. Schoolcraft College's Student Code of Conduct Sex Offender Notification and Registration requirement can be found here: <https://home.schoolcraft.edu/college-policies/student-code-of-conduct/sex-offender-registration>.

ADDITIONAL INFORMATION

STUDENT AND EMPLOYEE BEHAVIORAL RESOURCES

Our Student Relations Office is here for YOU. If you have concerns and don't know where to go, turn to us first. This can include complaints, concerns about behavior, or possible misconduct. We're here to listen to you and then connect you to the resources you need, including counseling services. These resources are designed to provide preventative measures on campus to reduce the risk of a significant incident. Anyone can bring forth a concern. The primary goal is the safety and security of the campus community, and to provide a consistent college-wide approach for at-risk behavior. Information can be found at [Student Relations – Schoolcraft College – We help your voice be heard](#), or Report concerning behavior/misconduct at [Report Concerning Behavior or Misconduct – SC Aware – Schoolcraft College](#).

MAINTENANCE OF CAMPUS FACILITIES

The Facilities Management (FM) department maintains the College's 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 ensure that the entrances to all the campus buildings are visible from a distance. It inspects campus facilities regularly, makes repairs affecting safety and security, and responds to reports of potential safety and security hazards, such as broken windows and locks. Campus Police staff collect and report on maintenance needs concerning lighting and building security to Facilities Management.

The Schoolcraft 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 the Schoolcraft College Police Department at (734) 462-4424 or to Facilities Management at (734) 462-4425.

SECURITY OF CAMPUS

Most of the parking lots and buildings are recorded by video camera 24 hours a day. However, these measures alone will not ensure a crime-free campus. Students, employees and visitors also share

responsibility for their own safety and the safety of others. They are encouraged to take common sense safety precautions and to report all incidents, unsafe conditions and suspicious activities to the Campus Police Department.

During business hours, Schoolcraft College is open to students, employees, contractors, guests, and invitees. During non-business hours there is no access to College facilities. The College has no residential facilities.

Officers make regular checks of buildings during routine patrols. Camera systems are in place, and they are viewed real-time via our Intelligence Operations Center (IOC) in the Lower Level of the Jeffress Center. Utilizing our access control system, all buildings at the College can be locked down immediately, either individually or the campus as a whole. Lockdowns can be initiated by the IOC via the access control software, or by the officers using a special card from any reader on campus.

Officers of the Schoolcraft College Police Department are available twenty-four hours a day, seven days a week by utilizing one of the many Code Blue Assistance phones on any of our campuses. Dialing 9-1-1 for emergencies on the main Livonia campus or the Public Safety Training Center will connect with the Livonia Police Department. To contact the Campus Police directly, dial 4424 from any College phone or 734-462-4424 from any other phone.

Weather emergencies may necessitate changes or alterations to any posted schedules. In case of schedule changes, the College may make notifications utilizing the SC Safe app, SC Alerts Notification System, ALERTUS (computer screen pop-ups), Email, building intercom systems, patrol car public address system, voicemail messages sent from Information Services to campus phones, messages placed on the campus video network by Media, posting on the College website and/or social media posts.

Additionally, the College may communicate through media outlets, including FOX 2 News, WDIV 4, WXYZ 7, WWJ 950, and WJR 760.

FACILITIES AND BUILDING ACCESS

Schoolcraft College has three campuses as defined by the Clery Act. The main or core campus is located in Livonia at 18600 Haggerty Road and includes 14 buildings. The Manufacturing and Engineering Center (MEC) is in Livonia at 13001 Merriman and is contiguous with the Public Safety Training Center (PSTC). The PSTC is in Livonia on Industrial Drive west of Merriman Road. The PSTC is comprised of the Fire Tower, 32303 Glendale, Livonia; Firearms Training Center (FTC), 31623 Industrial Dr., Livonia; and the Academy Training Center (ATC), 31777 Industrial Dr., Livonia. There are no residence halls or off-campus student organizations. Students, employees, and visitors have access to most areas on campus during normal college hours. Labs, shops, and computer areas are locked when an instructor or attendant is not present. Buildings are locked when not in use.

A restricted key assignment system is in place, which prevents the key from being copied at a local store. Many areas on campus are alarmed and centrally monitored. Lockers are available in most buildings for students who wish to secure their books or personal belongings.

Facilities Staff and the Schoolcraft College Police Department officers are responsible for confirming that all buildings are secure based on building schedules and when campus is closed.

SECURITY AWARENESS CRIME PREVENTION

The Campus Police periodically provide security awareness programs designed to inform students and employees about campus security procedures and practices and to encourage students and employees to be responsible for their own security and the security of others.

Programs designed to inform students and employees about the prevention of crimes include orientation, where students and employees are informed of campus security programs offered by the Campus Police. The Campus Police website provides additional crime prevention suggestions. [Schoolcraft College Police Department – Schoolcraft College – We help ensure your safety while on campus.](#)

A common theme of all awareness and crime prevention programs is to encourage students and employees to be aware of their responsibility for their own security and the security of others. Information is also presented to students and employees through crime prevention awareness packets, security alert posters, emergency response plans, and training sessions.

Contact Campus Police to report a crime in progress or any other emergency at any of the Schoolcraft campuses by dialing 9-1-1. Delayed crime reports or non-emergencies can be reported by dialing 4424 from any College phone or 734-462-4424 from any other phone.

OTHER RESOURCES OFFERED

SC Safe App

The college has a new way to receive and report safety alerts across campus. Named SC Safe, this app can send important alerts right to your phone, as well as provide access to many public safety resources. This app is a two-way communication portal: In addition to push notifications sent to your phone in emergencies from campus authorities, the app also allows users to submit an SC Aware report or submit a tip to the Schoolcraft College Police Department. You can read about the apps features and how to download it, along with other resources (Safety videos, What's my name, Families Against Narcotics, et.) at [Resources – SC Police Department – Schoolcraft College](#).

PERSONAL SAFETY

- Put the Schoolcraft College Police Department phone numbers in your personal cell phone: (734) 462-4424.
- 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. 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 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 Schoolcraft College Police Department at (734) 462-4424 for a police escort to your vehicle, or access the ScSafe app and select the Friend Walk feature ([Resources – SC Police Department – Schoolcraft College](#)).
- 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 Schoolcraft College 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.
- Always keep your keys in your possession. Keys can be duplicated.
- Report all thefts to the Schoolcraft College Police Department immediately.
- If you observe an individual in an improper restroom, leave immediately and call the Schoolcraft College Police Department at (734) 462-4424, or 911 if it is an emergency.
- 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 Schoolcraft College Police Chief at (734) 462-4424 or any of the appropriate resources indicated throughout this report.

NOTICE OF NONDISCRIMINATION

Schoolcraft 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 education, employment and other opportunities to all individuals.

Schoolcraft College does not discriminate based on 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, Schoolcraft 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 Schoolcraft College Title IX Coordinator, the U.S. Department of Education's Office for Civil Rights, or both. Schoolcraft College's Title IX Coordinator is its Director of Equal Opportunity Compliance & Title IX Coordinator.

The Title IX Coordinator's contact information is:

Title IX Coordinator

Laurie Kattuah-Snyder
Chief Student Services Officer
Schoolcraft College
18600 Haggerty Rd, MC215
Livonia, MI 48152
(734) 462-4468

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 Schoolcraft College's Dean of Students, Chief Student Services Officer, Title IX Coordinator or Title IX Deputy Coordinator. Refer to Schoolcraft College's policies ([Policy 1080 - PROHIBITION AGAINST DISCRIMINATION AND/OR HARASSMENT](#)), ([POLICY.DOT - 2011 - REGULATIONS GOVERNING STUDENTS](#)) or additional reporting options and access to grievance procedures ([Gender-Based and Sexual Misconduct Information and Reporting \(Title IX\) - Schoolcraft College](#)).

APPENDIX

MICHIGAN CRIMINAL LAW STATUTES

What Constitutes Domestic Violence According to Michigan State Statute

Michigan Compiled laws section 600.1200: Domestic violence offense.

Section 1200 (b) Means any crime alleged to have been committed by an individual against his or her spouse or former spouse, an individual with whom he or she has a child in common, an individual with whom he or she has had a dating relationship, or an individual who resides has resided in the same household. [MCL - Section 600.1200 - Michigan Legislature](#).

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. I. 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.

<http://legislature.mi.gov/doc.aspx?mcl-400-1501>

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.

Dating Violence: The state of (Michigan) does not have a definition of dating violence. In Michigan, Dating Violence is defined under Domestic Violence (See Domestic Violence definition above).

Sexual Assault: The state of Michigan defines sexual assault as follows: Michigan Law defines Criminal Sexual Conduct as:

- (b) "Criminal sexual conduct" means any of the following:

- (i) A violation, attempted violation, or solicitation or conspiracy to commit a violation of section 520b, 520c, 520d, 520e, 520f, or 520g of the Michigan penal code, 1931 PA 328, MCL 750.520b, 750.520c, 750.520d, 750.520e, 750.520f, and 750.520g.
- (ii) An offense originally charged as an offense described in subparagraph (i) that is subsequently reduced to an offense not included in subparagraph (i).

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.
[MCL - Section 750.520b - Michigan Legislature.](#)

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.
- [MCL - Section 750.520c - Michigan Legislature.](#)

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.

[MCL - Section 750.520d - Michigan Legislature.](#)

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.
- [MCL - Section 750.520e - Michigan Legislature.](#)

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.
- [MCL - Section 750.411 h - Michigan Legislature.](#)

Schoolcraft College Police Department

The Annual Security Report (ASR) is compiled and published by the Schoolcraft College Police Department (Campus Police) each year to meet the compliance requirements of the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act. A larger reason is that a compliant campus is also a safer campus, something Schoolcraft College makes a priority.

Office Hours:

Livonia Main Campus
Jeffress Center, Lower Level
Monday-Friday: 8:00 a.m. - 4:00 p.m.

Emergency:

Call 911 (from any phone)
SC Police Department
Call x4424 (from any campus phone)
Call 734-462-4424 (from a cell or public phone)

Email Us

police@schoolcraft.edu

www.schoolcraft.edu

[Annual Security Report - SC Police Department - Schoolcraft College](#)



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