



# Annual Security Report

## 2013

The National Graduate School of Quality Management  
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## 1. THE INSTITUTION

The mission of The National Graduate School of Quality Management (NGS) is to provide educational programs which advance knowledge in the area of Quality Systems Management (QSM), to facilitate the codification of QSM “best practices,” and to create innovative models with significant, enterprise-wide or national significance and application.

NGS programs demonstrate achievements of its mission at every degree level through the degree “project” which must show tangible results to the NGS faculty and the employer or sponsor. We have required that students demonstrate their knowledge and the *application* of that knowledge in practical, work-related projects since 1993.

The National Graduate School of Quality Management is accredited by the New England Association of Schools and Colleges, Inc., through its Commission of Institutions of Higher Education. Inquiries regarding the accreditation status by the New England Association should be directed to the administrative staff of the institution. Individuals may also contact: Commission on Institutions of Higher Education, New England Association of Schools and Colleges, 3 Burlington Woods # 100, Burlington, MA 01803, 781-425-7700, cihe@neasc.org.

NGS is a professional practice independent institution duly authorized not-for-profit corporation recognized by the Federal Government and the Commonwealth of Massachusetts as a 501c (3), with the express purpose of conveying business-related education.

The National Graduate School of Quality Management is certified to operate by the State Council of Higher Education for Virginia (SCHEV). NGS is licensed (#3247) by the Florida Commission for Independent Education (CIE).

## 2. INTRODUCTION

This report is published in accord with the 1990 *Crime Awareness and Campus Security Act* (Title II of Public Law 101-652) and subsequent amendments (1992, 1998 & 2000), renaming the law the *Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act*, and published as required by the the 2008 *Higher Education Opportunity Act* or HEOA (Public Law 110-315) that expanded the *Higher Education Act* of 1965. The United States Department of Education, Office of Postsecondary Education, *The Handbook for Campus Safety and Security Reporting*, published in February 2011, was used as a resource for interpretation of the *Federal Register* and the *Higher Education Opportunity Act* and for policy statement guidelines, components, and content throughout.

This report addresses The National Graduate School of Quality Management (NGS) main campus that consists of one building at 186 Jones Road, Falmouth, MA 02540 owned by the institution and other principal and instructional locations either leased or controlled by the



institution or under memorandum of understanding where classes were held during the 2012 specified calendar year, with statistics included for each of the two consecutive prior years. The report encompasses the location of classes, public property within the location and immediately adjacent to the location (i.e. Clery geography).

The institution does not have campus police or a security department and therefore does not maintain a daily crime log. Nor does the institution have on-campus student housing facilities and therefore does not maintain a fire log, missing student procedures, and fire statistics, and therefore does not publish an Annual Fire Safety Report.

The Annual Security Report 2013 was published by Maureen Reardon, Director Standards of Practice and Accreditation with cooperation from the Dr. John F. Wilbur, Vice President and Dean, Academic Affairs & Student Services. The crime statistics tables were compiled by Maureen Reardon, Director Standards of Practice and Accreditation with cooperation from Lisa Melchiorri, Manager, DBA Programs & Assistant to the Dean for Student Services and local law enforcement agencies or departments that have jurisdiction over some or all of the Clery geography of addressed locations, such as city police, county sheriff's and state police.

### **3. INTENT**

The descriptions, content, and policies provided herein provide the institution's procedures and practices in language to be understood by the general public. Disclosures are set forth to keep students and employees safe and facilities secure. Statistics are included separately for the three most recent calendar years. Any non-Clery statistics (i.e. non-Clery crimes and/or crimes that occurred outside of Clery geographic locations) are presented in separate tables or in a caveat. The annual security report and all supporting records used in compiling the report will be maintained for three years from the latest publication of the report to which they apply (-in effect for seven years).

### **4. DISTRIBUTION**

The report will be published October yearly on the school's website, [www.ngs.edu](http://www.ngs.edu), on both the Student Services webpages for current student availability and Admissions/Forms webpages for current employee, prospective student and prospective employee availability. Each October an individual email notice of the report's availability will be sent to all students and employees listing a brief description of the information contained in the report, the exact URL of the website posting and a statement that a paper copy will be provided free of charge by calling 800-838-2580 x111. The report will also be provided to prospective students and prospective employees upon request.



NGS will use student and faculty institutional emails as the primary method to communicate with students and faculty.

## 5. REPORTING CRIMES AND EMERGENCIES

To provide a healthy and safe environment, NGS requires that all employees and students promptly report all campus emergencies and suspected criminal activities.

**NGS encourages those with information regarding a possible crime or other significant emergency or dangerous situation that poses an immediate threat to the health or safety of students or employees to call 911 immediately.**

The following are designated as persons on campus to whom you may report suspected criminal activity. All NGS students and employees/faculty are encouraged to report suspected criminal activity to a Campus Security Authority.

Resources for Reporting Suspected Criminal Activity

Lisa Melchiorri Campus Security Authority	800-838-2580 x166	<a href="mailto:lmelchiorri@ngs.edu">lmelchiorri@ngs.edu</a>
Maureen Reardon Campus Security Authority	800-838-2580 x111	<a href="mailto:mreardon@ngs.edu">mreardon@ngs.edu</a>

For clarity, a Campus Security Authority is not responsible for determining whether a crime actually took place. A campus security authority should not try to apprehend an alleged criminal. It is also not the responsibility of the campus security authority to convince the victim to contact law enforcement when the victim has chosen not to.

A Campus Security Authority will explain to an individual reporting how to get help if assistance is required. The Campus Security Authority will inform a victim reporting that help is available in a situation when the victim does not want an investigation. The decision to act is the victim's.

Although, during an emergency situation (for instance a physical assault) a Campus Security Authority will call 911 due to the emergency or dangerous situation that poses an immediate threat to the health or safety of students and/or employees. When situations warrant, a Campus Security Authority coordinates an emergency notification or timely warning message with the Vice President (or authorized alternative) to be executed by the Communications Department in coordination with Student Services and Information Technology Departments in accord with institutional established notification procedures.



The Campus Security Authority collects reports of crimes reported directly, collects reports of crimes made to Student Services, and requests crime statistics from local law enforcement agencies or departments that have jurisdiction over some or all of the Clery geography of addressed institutional locations to fulfill the Clery Act federal law responsibility of annual disclosure of Clery crime statistics. The reported criminal activity collected by the Campus Security Authority enables the institution to assure timely warnings to the campus community for Clery Act crimes that pose a serious or continuing threat to the campus community.

NGS does not have pastoral or professional counselors and therefore does not have procedures for reporting crimes voluntarily and confidentially for inclusion in the annual security report. The contact information for the International Ombudsman Association is provided for those seeking assistance in strict confidence; International Ombudsman Association, 390 Amwell Road, Suite 402, Hillsborough, NJ 08844, phone 908-359-0246. <http://www.ombudsassociation.org/contact>.

The National Graduate School of Quality Management will disclose to the alleged victim of a crime of violence or a non-forcible sex offense with written request (and ID) the results of any disciplinary proceeding conducted by NGS against a student who is the alleged perpetrator of such crime or offense. If the alleged victim is deceased as the result of the crime or offense, the next of kin will be provided the results of the disciplinary proceeding with written request (and ID).

## **6. EMERGENCY RESPONSE AND EVACUATION PROCEDURES**

The National Graduate School of Quality Management will immediately notify the campus community of a confirmed significant emergency or dangerous situation involving an immediate threat to the health or safety of students and/or employees on campus as defined by the following procedure:

- Knowledge obtained of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students is routed without delay to the Campus Security Authority and Student Services.
- The Campus Security Authority taking into account the safety of the campus community, collaborate without delay to obtain information to be presented to the Vice President for confirmation, formulate a draft message, and specified segment at risk or entire campus community to be notified.
  - Emergency notices will describe the situation, provide immediate steps to be taken, and indicate where additional information may be found.



- The Vice President (or authorized alternative if the Vice President is unavailable), taking into account the safety of the campus community, approves without delay the confirmation, notification message contents, and appropriate segment of the campus community at risk to be notified, making modifications as necessary.
- Notifications are not issued if a notification will, in the judgment of the Vice President (or authorized alternative if the Vice President is unavailable), compromise any effort to assist a victim, or to contain, respond to or otherwise mitigate an emergency.
- The Vice President (or authorized alternative if the Vice President is unavailable) provides Student Services, Communications, and Information Technology Departments without delay the approved message contents and specified segment of the campus community (or entire campus community) to be notified.
- The approved emergency notification message is disseminated by overlapping means of communication: posting at the top of the homepage of the NGS website, posting in the announcement area of the student accessible NGS Portal, and by email message to student and faculty school email accounts of the entire campus or specified segment of the campus community.
  - Information Technology provides student emails from the specified student segment of the campus community to Communications without delay if requested.
  - Communications disseminates the approved message to student emails. (Information Technology disseminates the approved message to student emails if Communications is unavailable).
  - Information Technology posts the approved message without delay at the top of the homepage of the NGS website and in the announcement area of the student accessible NGS Portal.
  - When administrative employees are included in the specified segment of the campus community, Information Technology sends an email to administrative employee NGS email accounts without delay. The Vice President (or authorized representative) also calls Marijo Gorney, the Telephone Tree Coordinator, who notifies employees by phone without delay.
- Emergency updates and further information will be provided similarly.
- When applicable circumstances exist and a situation permits, building fire alarms or audio intercom systems will alert the campus community of an exit emergency whereby all should leave the building in an orderly fashion using the nearest safe exit



door and gather outside the front main entrance a safe distance away from the building and await further direction from the Fire Department, law enforcement, or administration to a safe location.

- The emergency response and evacuation procedures will be scheduled, tested, and recorded annually during the last quarter of each calendar year (tabletop or live), and timed with a yearly required email to the entire community publicizing its emergency response and evacuation procedures.

Notifications for evacuation procedures, depending on the circumstance, may direct the campus community to a safe location, local shelters, or shelter-in-place procedures. Community members may consider home residence preparations such as putting together a [basic disaster supplies kit](http://www.ready.gov/basic-disaster-supplies-kit) (<http://www.ready.gov/basic-disaster-supplies-kit> ) and consider [storage locations for different situations](http://www.ready.gov/kit-storage-locations) (<http://www.ready.gov/kit-storage-locations> ) and <http://www.nhc.noaa.gov/prepare/ready.php>. Students and faculty are reminded to keep their contact information updated in the NGS Portal. Staff members are reminded to provide administration updated contact information for the staff directory.

Examples of significant emergency situations include: an approaching forest fire, a fire raging in the building, an outbreak of meningitis or other serious illness, an approaching tornado, hurricane or other extreme weather condition, an earthquake, gas leak, terrorist incident, armed intruder, bomb threat, civil unrest or rioting. Examples of situations that would not be considered significant emergencies under the Clery Act are: a power outage, snow closure, or a string of larcenies.

## 7. TIMELY WARNING PROCEDURES

The National Graduate School of Quality Management will immediately notify the campus community of any Clery Act crime (but not limited to Clery crimes) reported to campus security authorities that represents a serious or continuing threat to students and/or employees or property as defined by the following procedure:

- The Campus Security Authority assesses, in a timely manner, if the nature of the crime presents a continuing danger to the campus community and formulate a draft warning message with the specified segment of the campus community at risk to be notified.
  - The warning message will include the information about the crime that is triggering the warning, information that would promote safety, and information that will aid in the prevention of similar crimes.
- The Vice President (or authorized representative if the Vice President is unavailable), approves the warning notification message contents, and appropriate segment of the



campus community at risk to be notified, making modifications as necessary, in a timely manner.

- Warning notification messages are not issued if a notification will, in the judgment of the Vice President (or authorized representative if the Vice President is unavailable), compromise any effort to assist a victim, or to contain, respond to or otherwise mitigate an emergency
- The Vice President (or authorized representative if the Vice President is unavailable) provides Student Services, Communications, and Information Technology Departments the approved message contents and specified segment of the campus community (or entire campus community) to be notified in a timely manner.
- The approved warning notification message is disseminated by overlapping means of communication: posting at the top of the homepage of the NGS website, posting in the announcement area of the student accessible NGS Portal, and by email message to student and faculty school email accounts.
  - Information Technology provides student emails from the specified student segment of the campus community to Communications without delay if requested.
  - Communications disseminates the approved message to student emails. (Information Technology disseminates the approved message to student emails if Communications is unavailable).
  - Information Technology posts the approved message without delay at the top of the homepage of the NGS website and in the announcement area of the student accessible NGS Portal.
  - When administrative employees are included in the specified segment of the campus community, Information Technology sends an email to administrative employee NGS email accounts without delay. The Vice President (or authorized representative) also calls Marijo Gorney, the Telephone Tree Coordinator, who notifies employees by phone without delay.
- Provided an “emergency notification” procedure has been followed, a timely warning will not be issued based on the same circumstances.

An example of a Clery Act crime that represent a serious or continuing threat to students and/or employees or property is a rash of motor vehicle thefts. Examples of non-Clery Act crimes that represent a serious or continuing threat to students and/or employees or property



for which the institution would issue a warning include: a kidnapping or a rash of robberies taking place in a public parking lot across the street from campus.

## **8. ALCOHOL AND SUBSTANCE ABUSE PREVENTION PROGRAM AND POLICY**

In compliance with the Drug-Free Workplace Act of 1988 and the Drug Free Schools and Communities amendments of 1989, the following policies governing the use of drugs and alcohol at NGS.

NGS prohibits the abuse of alcohol and expects members of the NGS community to abide by federal, state, and local regulations concerning the possession and use, purchase, and distribution of alcohol. NGS prohibits the unlawful manufacture, sale, distribution, dispensing, possession, or use of illegal drugs, or the unauthorized use of prescription drugs.

Members of the NGS community charged with violations of the standards of conduct are subject to disciplinary action. Depending upon the circumstances of the case, the sanctions available to NGS include warning, probation, suspension, expulsion or termination or referral for prosecution by public authorities.

The National Graduate School of Quality Management's drug and alcohol policy is to provide a safe, productive and healthy workplace and classroom for all employees and students, to comply with federal and state health and safety laws, and to prevent workplace and classroom accidents.

The National Graduate School of Quality Management is obligated to inform the United States Department of Education when it learns of any employee's conviction under a criminal drug statute and to take appropriate action.

The institution's Conduct Committee shall conduct a biennial review of the drug and alcohol policy that includes a review of the number of drug and alcohol violations, determining the program's effectiveness and to implement changes to the program if needed, ensuring that policy sanctions are enforced, while assuring the records of the biennial review are maintained.

### **Education to Promote Prevention of Drug and Alcohol Abuse**

A comprehensive resource for information on what alcoholism is, which medications treat alcoholism, what a safe level of drinking is, and how a person can get help for an alcohol program consult the National Institute on Alcohol Abuse and Alcoholism, National Institutes of Health (NIAAA) at <http://www.collegedrinkingprevention.gov/>.

The NIAAA College Task Force Report provides a series of recommendations for prevention programs and prevention strategies at <http://www.collegedrinkingprevention.gov/StatsSummaries/recommendations.aspx>.



The U.S. Department of Health and Human Services, Substance Abuse and Mental Health Services Administration provides a resource to locate the drug and alcohol abuse treatment programs nearest you; find your State on the map and click on it at <http://findtreatment.samhsa.gov/TreatmentLocator/faces/quickSearch.jspx> or 1-800-662-4357 or 1-800-662-HELP.

The Center for Substance Abuse Prevention (CSAP) is part of the Substance Abuse & Mental Health Services Administration and provides national leadership in the Federal effort to prevent alcohol, tobacco, and other drug problems at <http://www.samhsa.gov/about/csap.aspx>.

Alcoholics Anonymous is a fellowship of men and women who share their experience, strength, and hope with each other that they may solve their common problem and help others to recover from alcoholism as <http://www.aa.org>.

Adult Children of Alcoholics is a Twelve-Step, Twelve-Tradition program of women and men who grew up in alcoholic or otherwise dysfunctional homes; <http://www.adultchildren.org>.

Mothers Against Drunk Driving (MADD) mission is to stop drunk driving, support the victims of this violent crime and to prevent underage drinking; <http://www.madd.org> or 1-800-438-6233 or 1-800-GET-MADD.

The National Health Information Center (NHIC) is a health information referral service. NHIC puts health professionals and consumers who have health questions in touch with those organizations that are best able to provide answers; <http://www.health.gov/nhic> or [info@nhic.org](mailto:info@nhic.org).

Students Against Destructive Decisions (SADD) mission is to provide students with prevention and intervention tools; <http://www.sadd.org> or [info@sadd.org](mailto:info@sadd.org).

## **9. SEXUAL ASSAULT PREVENTION PROGRAM AND POLICY**

The National Graduate School of Quality Management sex offense policy addresses the institution's campus sexual assault programs to prevent sex offenses and procedures to follow when a sex offense occurs. The National Graduate School of Quality Management is committed to providing a campus community free of sexual misconduct; sexual discrimination, sexual harassment, sexual assault, and violence.

Individuals convicted of sex crimes or upon release from prison may be required to register with local law enforcement agencies. If registered sex offenders are enrolled or employed at a postsecondary institution, the offenders must also provide that information to the state. The state then provides the information to local law enforcement agencies. The laws do not require the institution to request the information from the state nor to disseminate information about the offenders. The law requires the institution to advise the campus community how to access the information.



The *Family Education Rights and Privacy Act* (FERPA) does not prohibit an educational institution from disclosing information about registered sex offenders. This includes the disclosure of personally identifiable non-directory information without prior consent from the individual. The institution has the authority to disclose information about registered sex offenders that may otherwise become available to the institution through operation of state sex offender registration and community notification programs. State laws, however, could limit disclosure of such information. In such instances whereby the institution is made aware of an employee or student having the status of a registered sex offender, the institution shall consult the institution's legal counsel for guidance on the issue pertaining to the laws of the state in question and how best to protect the campus community and protocol for information dissemination.

Information on sex offenders is currently available from the following agencies and websites in the table below. As websites may change before the next publication of this report, an alternate source is The FBI Federal Bureau of Investigation website coordinated by the Department of Justice to enable citizens to search the latest information; <http://www.fbi.gov/scams-safety/registry> and the US Department of Justice NSOPW SMART website; <http://www.nsopw.gov/?AspxAutoDetectCookieSupport=1> .

State	Agency	Website
Alabama	Alabama Department of Public Safety	<a href="http://dps.alabama.gov/Home/wfContent.aspx?ID=20&amp;PLH1=plhAlerts-SexOffenders">http://dps.alabama.gov/Home/wfContent.aspx?ID=20&amp;PLH1=plhAlerts-SexOffenders</a>
Alaska	Alaska Department of Public Safety	<a href="http://www.dps.state.ak.us/Sorweb/sorweb.aspx">http://www.dps.state.ak.us/Sorweb/sorweb.aspx</a>
Arizona	Arizona Department of Public Safety	<a href="http://www.azdps.gov/Services/Sex_Offender/">http://www.azdps.gov/Services/Sex_Offender/</a>
Arkansas	Arkansas Crime Information Center	<a href="http://acic.org/Registration/index.htm">http://acic.org/Registration/index.htm</a>
California	Office of the Attorney General, State of California Department of Justice	<a href="http://meganslaw.ca.gov/disclaimer.htm">http://meganslaw.ca.gov/disclaimer.htm</a>
Colorado	Colorado Bureau of Investigation	<a href="http://sor.state.co.us/?SOR=home.caveat">http://sor.state.co.us/?SOR=home.caveat</a>
Connecticut	State of Connecticut, Department of Emergency Services & Public Protection, Division of State Police	<a href="http://www.communitynotification.com/">http://www.communitynotification.com/</a>



Delaware	Delaware State Police, State Bureau of Investigation	<a href="https://desexoffender.dsp.delaware.gov/SexOffenderPublic/">https://desexoffender.dsp.delaware.gov/SexOffenderPublic/</a>
District Of Columbia	The District of Columbia Metropolitan Police Department	<a href="http://mpdc.dc.gov/service/sex-offender-registry">http://mpdc.dc.gov/service/sex-offender-registry</a>
Florida	Florida Department of Law Enforcement	<a href="http://offender.fdle.state.fl.us/offender/homepage.do">http://offender.fdle.state.fl.us/offender/homepage.do</a>
Georgia	Georgia Bureau of Investigation	<a href="http://gbi.georgia.gov/georgia-sex-offender-registry">http://gbi.georgia.gov/georgia-sex-offender-registry</a>
Hawaii	Hawaii Department of the Attorney General, Hawaii Criminal Justice Data Center	<a href="http://sexoffenders.ehawaii.gov/sexoffender/welcome.html">http://sexoffenders.ehawaii.gov/sexoffender/welcome.html</a>
Idaho	Idaho State Police	<a href="http://www.isp.idaho.gov/sor_id/">http://www.isp.idaho.gov/sor_id/</a>
Illinois	Illinois State Police	<a href="http://www.isp.state.il.us/sor/">http://www.isp.state.il.us/sor/</a>
Indiana	Indiana Sex and Violent Offender Registry	<a href="http://www.icrimewatch.net/indiana.php">http://www.icrimewatch.net/indiana.php</a>
Iowa	Iowa Sex Offender Registry	<a href="http://www.iowasexoffender.com/">http://www.iowasexoffender.com/</a>
Kansas	Kansas Bureau of Investigation	<a href="http://www.kbi.ks.gov/registeredoffender/cap_office_disclaimer.php?office=54567">http://www.kbi.ks.gov/registeredoffender/cap_office_disclaimer.php?office=54567</a>
Kentucky	Kentucky State Police	<a href="http://kspsor.state.ky.us/">http://kspsor.state.ky.us/</a>
Louisiana	Louisiana State Police	<a href="http://www.lsp.org/socpr/default.html">http://www.lsp.org/socpr/default.html</a>
Maine	Department of Public Safety, Maine State Police	<a href="http://sor.informe.org/sor/">http://sor.informe.org/sor/</a>
Maryland	Maryland Department of Public Safety & Correctional Services	<a href="http://www.dpscs.state.md.us/onlineservs/socem/default.shtml">http://www.dpscs.state.md.us/onlineservs/socem/default.shtml</a>
Massachusetts	Executive Office of Public Safety and Security	<a href="http://www.mass.gov/eopss/agencies/sorb/">http://www.mass.gov/eopss/agencies/sorb/</a>
Michigan	Michigan State Police	<a href="http://www.mipsor.state.mi.us/">http://www.mipsor.state.mi.us/</a>
Minnesota	Minnesota Department of Corrections	<a href="http://www.corr.state.mn.us/level3/Search.asp">http://www.corr.state.mn.us/level3/Search.asp</a>
Mississippi	Mississippi Public Sex Offender Registry	<a href="http://www.sor.mdps.state.ms.us/sorpublic/hpsor_search.aspx">http://www.sor.mdps.state.ms.us/sorpublic/hpsor_search.aspx</a>



Missouri	Missouri State Highway Patrol	<a href="http://www.mshp.dps.missouri.gov/MSHPWeb/PatrolDivisions/CRID/SOR/SORPage.html">http://www.mshp.dps.missouri.gov/MSHPWeb/PatrolDivisions/CRID/SOR/SORPage.html</a>
Montana	Montana Department of Justice	<a href="https://doj.mt.gov/svor/">https://doj.mt.gov/svor/</a>
Nebraska	Nebraska State Patrol	<a href="http://www.nsp.state.ne.us/sor/">http://www.nsp.state.ne.us/sor/</a>
Nevada	Nevada Department of Public Safety	<a href="http://www.nvsexoffenders.gov/">http://www.nvsexoffenders.gov/</a>
New Hampshire	New Hampshire Department of Safety	<a href="http://www4.egov.nh.gov/nsor/">http://www4.egov.nh.gov/nsor/</a>
New Jersey	State of New Jersey Department of Law & Public Safety, Office of the Attorney General	<a href="http://www.state.nj.us/njsp/info/reg_sexoffend.html">http://www.state.nj.us/njsp/info/reg_sexoffend.html</a>
New Mexico	New Mexico Department of Public Safety Sex Offender Registry	<a href="http://www.nmsexoffender.dps.state.nm.us/">http://www.nmsexoffender.dps.state.nm.us/</a>
New York	New York State Division of Criminal Justice Services	<a href="http://criminaljustice.state.ny.us/nsor/">http://criminaljustice.state.ny.us/nsor/</a>
North Carolina	North Carolina Department of Justice	<a href="http://sexoffender.ncdoj.gov/">http://sexoffender.ncdoj.gov/</a>
North Dakota	State of North Dakota Office of Attorney General	<a href="http://www.sexoffender.nd.gov/">http://www.sexoffender.nd.gov/</a>
Ohio	Ohio Department of Rehabilitation and Correction	<a href="http://www.drc.ohio.gov/OffenderSearch/Search.aspx">http://www.drc.ohio.gov/OffenderSearch/Search.aspx</a>
Oklahoma	State of Oregon	<a href="http://sexoffenders.oregon.gov/">http://sexoffenders.oregon.gov/</a>
Oregon	Pennsylvania State Police	<a href="http://www.pameganslaw.state.pa.us/">http://www.pameganslaw.state.pa.us/</a>
Pennsylvania	Pennsylvania State Police	<a href="http://www.pameganslaw.state.pa.us/">http://www.pameganslaw.state.pa.us/</a>
Puerto Rico	SIJC	<a href="http://prcjisweb.gobierno.pr/CjisServices/Form/Registries/Registry266TermsConditions.aspx">http://prcjisweb.gobierno.pr/CjisServices/Form/Registries/Registry266TermsConditions.aspx</a>
Rhode Island	State of Rhode Island Parole Board & Sex Offender Community Notification Unit	<a href="http://www.paroleboard.ri.gov/sexoffender/agree.php">http://www.paroleboard.ri.gov/sexoffender/agree.php</a>
South Carolina	South Carolina Law Enforcement Division	<a href="http://www.communitynotification.com/cap_main.php?office=54575">http://www.communitynotification.com/cap_main.php?office=54575</a>



South Dakota	South Dakota Sex Offender Registry	<a href="http://sor.sd.gov/">http://sor.sd.gov/</a>
Tennessee	Tennessee Bureau of Investigation	<a href="http://www.tbi.state.tn.us/sex_ofender_reg/sex_ofender_reg.shtml">http://www.tbi.state.tn.us/sex_ofender_reg/sex_ofender_reg.shtml</a>
Texas	Texas Department of Public Safety	<a href="https://records.txdps.state.tx.us/DpsWebsite/index.aspx">https://records.txdps.state.tx.us/DpsWebsite/index.aspx</a>
Utah	Utah Department of Corrections	<a href="http://corrections.utah.gov/services/sonar.html">http://corrections.utah.gov/services/sonar.html</a>
Vermont	State of Vermont Department of Public Safety	<a href="http://dps.vermont.gov/cjs/s_registry.htm">http://dps.vermont.gov/cjs/s_registry.htm</a>
Virginia	Virginia State Police	<a href="http://sex-offender.vsp.virginia.gov/sor/">http://sex-offender.vsp.virginia.gov/sor/</a>
Washington	Washington Association of Sheriffs and Police Chiefs	<a href="http://ml.waspc.org/">http://ml.waspc.org/</a>
West Virginia	State of West Virginia Office of the Prosecuting Attorney	<a href="http://putnampros.com/sexoffender.shtml">http://putnampros.com/sexoffender.shtml</a>
Wisconsin	Wisconsin Department of Corrections	<a href="http://www.wi-doc.com/offender.htm">http://www.wi-doc.com/offender.htm</a>
Wyoming	Office of the Attorney General, Division of Criminal Investigation	<a href="http://wysors.dci.wyo.gov/sor/">http://wysors.dci.wyo.gov/sor/</a>

### Education to Promote Prevention of Sexual Assault:

The National Graduate School of Quality Management is committed to providing a campus community free of sexual misconduct; sexual discrimination, sexual harassment, sexual assault, and violence.

Preventing Sexual Assault by the Rape, Abuse & Incest National Network (RAINN) provides, “

While you can never completely protect yourself from sexual assault, there are some things you can do to help reduce your risk of being assaulted.

#### Try to avoid dangerous situations:

- Be aware of your surroundings. Knowing where you are and who is around you may help you find a way to get out of a bad situation.
- Avoid isolated areas. It is more difficult to get help if no one is around.
- Walk with purpose — even if you don't know where you are going, act like you do.



- Try not to load yourself down with packages or bags, as this can make you appear more vulnerable.

**Try not to allow yourself to be isolated with someone you don't trust or someone you don't know:**

- Try to stay in a group. If someone you don't know or trust asks you to go somewhere together, let him or her know that you would rather stay with the group.

**If someone is pressuring you:**

- Trust your instincts. Don't feel obligated to do anything you don't want to. "I don't want to" is *always* a good enough reason.
- Be true to yourself. Do what feels right to you and what you are comfortable with.
- Communicate your limits firmly and directly. If you say no, say it like you mean it. Be loud and clear, and be firm — in body language as well as words.

**In a social situation:**

- Don't leave any beverages unattended or accept drinks from open containers.
- Have a buddy system. Don't be afraid to let a friend know if something is making you uncomfortable, or if you are worried about your safety or your friend's safety.

**Engaging Men in the Prevention of Sexual Assault:**

- Men can play an important role in reducing the risk for and incidence of sexual violence.
- 74% of college men would intervene to prevent a sexual assault.
- 83% of college men respect their partner's wishes about sexual assault.

**Protecting your child from sexual abuse**

While there is no sure-fire way to protect your child from all dangers, there are some steps that you can take to help reduce the risk of him or her being sexually assaulted:

- Communicate, communicate, communicate
  - Teach your children about safe and unsafe touches, as well as what is appropriate physical affection.
  - Talk to your child about sex when they show interest or curiosity.
  - Teach your child that it is against the "rules" for adults to act in a sexual way with children, and use examples.
- Speak to your children about using the proper names for their body parts. Armed with information, children are better able to report abuse to you.
- Let your children know that respect for elders does not extend to an adult who has made your child uncomfortable. It's OK to say no, and it's OK to leave the situation.
- Trust your own instincts. If your instincts tell you something is wrong, follow up.



- Encourage your children to talk to you if something happens.
- For information about Internet safety, download A Parent's Guide to Internet Safety from the FBI. The materials are available in English and Spanish.”

## **What To Do If You Are a Victim of a Sexual Assault at The National Graduate School of Quality Management**

You should first get to a place of safety. You should report the incident to the local police in a timely manner. This is critical for the collection and preservation of evidence. The victim should not wash, douche, use the toilet, or change clothing prior to a medical and/or legal exam. Get medical help at a local hospital. As a victim, you will receive medical treatment, tests, and confidential counseling from counselors trained in the area. You should also report the incident to the Campus Security Authority. The Campus Security Authority will assist you in notifying the police if you request assistance. The choice is the victim's.

There are no on-campus services for victims of sex offenses. If you are in immediate danger, call 911 now. Counseling and support services are available through the following organizations, where you will be provided immediate counseling and directed to the closest local counseling center currently available:

Rape Abuse & Incest National Network (RAINN)  
National Sexual Assault Hotline  
1-800-656-HOPE (24-hour hotline)  
1-800-656-4673 (24-hour hotline)  
<http://apps.rainn.org/ohl-bridge/> (on-line hotline)  
<https://ohl.rainn.org/online/>

The Rape Crisis Center  
210-521-7273 (24-hour hotline)  
<http://www.rapecrisis.com/>

Women's and Children's Alliance  
Rape Crisis Hotline 208-345-7273 (24-hour hotline)  
Domestic Violence Hotline 208-345-7025 (24-hour hotline)  
<http://www.wcaboise.org/get-help/rape-crisis-advocacy.aspx>

The institution will comply with a student's request for an academic situation change following an alleged sex offense. Possible changes may include transfer to another cohort, transfer to another project team, arrangements for temporary participation outside the classroom for up to two courses, coordination with the professor for make-up work and academic plan to meet course requirements and specific terms outlined regarding a timeline for submission. Under



extraordinary hardship, arrangements can be made for temporary absence (withdrawal) with arrangement to join a subsequent cohort.

In the event the accused is a member of the campus community, an investigation will be conducted by the institution's Conduct Committee. The Conduct Committee is composed of the President of the Institution, a member of the Senior Leadership Team, and a Lead Faculty member. The accuser and the accused are entitled to the same opportunities to have another present during institutional disciplinary proceeding. The accuser and the accused will both be informed of the outcome of the institution's final determination with respect to the alleged sex offense and any sanction that is imposed against the accused. This notification to both the accuser and the accused is not a violation of the *Family Education Rights and Privacy Act* (FERPA) and will be disclosed in the same manner and the same time frame to both, regardless of where the alleged sex offense occurred. A student or employee found guilty of violating institutional sexual misconduct policy could be criminally prosecuted and may be suspended, expelled, or employment terminated.

NGS does not have pastoral or professional counselors and therefore does not have procedures for reporting crimes voluntarily and confidentially for inclusion in the annual security report. The contact information for the International Ombudsman Association is provided for those seeking assistance in strict confidence; International Ombudsman Association, 390 Amwell Road, Suite 402, Hillsborough, NJ 08844, phone 908-359-0246. <http://www.ombudsassociation.org/contact>.

## 10. CRIME PREVENTION AND SECURITY OF CAMPUS FACILITIES

**To aid in the safety and security of the school campus and instructional locations, the entire NGS campus community is encouraged to promptly report criminal activities to the local police. It is critical that anyone aware of a life-threatening situation to immediately call 911.** In addition, the entire campus is requested to report suspected criminal activity to a Campus Security Authority, Lisa Melchiorri at 800-838-2580x166 or Maureen Reardon at 800-838-2580x111.

The School will immediately notify the campus community of a confirmed significant emergency or dangerous situation involving an immediate threat to the health or safety of students and /or employees on campus by the NGS website, NGS Portal, email message, and when applicable circumstances permit, building alarms, audio intercom systems, and phone. The School will also immediately notify the campus community of any Clery Act crime reported to campus security authorities that represents a serious or continuing threat to students and/or employee property by the NGS website, NGS Portal, and email message. The emergency response and evacuation procedures are tested on an annual basis.

The National Graduate School of Quality Management does not tolerate discrimination in any form, such as race, color, religion, gender, national origin, age, disability, sexual orientation,



or socio-economic status. The institution does not tolerate hate crimes, hazing, or sexual harassment. Possession or concealment of any type of firearm or other dangerous weapon, toy gun or other toy weapons is strictly prohibited on campus and any sponsored event except when sanctioned by The National Graduate School of Quality Management with the approval of the President of the Institution. Violators will be subject to disciplinary action.

The NGS main campus is open to members of the campus community, their guests and visitors during normal weekday hours listed below, except for holidays. All visitors enter through the main reception area and sign in and sign out at the front desk. The building is otherwise secured by lock and alarm.

**NGS Main Campus:**

Monday – Friday between 8am to 5pm  
186 Jones Road, Falmouth, MA 02540  
Phone 800-838-2580  
Email [admissions@ngs.edu](mailto:admissions@ngs.edu).

NGS welcomes organizations and students via scheduled appointment to the other principle campus locations in Florida, California, Texas, and Virginia during their normal office hours listed below. NGS enrolled students, faculty, and staff are provided access to their cohort classes at instructional locations and various military installations with designated forms of identification. The principle campus locations are otherwise secure outside normal business hours. Instructional locations are otherwise secure outside scheduled class meetings times.

**NGS California Campus, Robert Wilwayco:**

Monday 1:30pm – 5:30pm, Tuesday 1:30pm – 4:30pm, Thursday and Friday 10am – 2pm  
Loechler Building, 2121 5th Ave. Suite 205, San Diego, CA 92101  
Phone 619-501-5079 or 800-838-2580 x106, facsimile 619-501-5079  
email [rwilwayco@ngs.edu](mailto:rwilwayco@ngs.edu)

**NGS Florida Campus, Jeannette Letizia:**

Monday, Wednesday, and Friday 9am – 2pm  
9220 Bonita Beach Road, Suite 200/16, Bonita Springs, FL 34135  
Phone 239-221-7115 or 800-838-2580 x117, facsimile 508-772-4355  
email [jletizia@ngs.edu](mailto:jletizia@ngs.edu)

**NGS Texas Campus, Tom Marino:**

Tuesday, Wednesday, and Thursday 9am – 5pm  
Alamo Colleges, Workforce Center of Excellence  
203 Norton Street, Room 169, San Antonio, TX 78211  
Phone 210-485-0854 or 800-838-2580 x122, facsimile 210-704-1305  
email [tmarino@ngs.edu](mailto:tmarino@ngs.edu)



NGS Virginia Campus, Shannon King:  
Monday, Wednesday, and Friday 9am – 2pm  
2111 Wilson Blvd., Suite 700, Arlington, VA 22201  
Phone 703-351-5085x795 or 800-838-2580 x149, facsimile 703-351-9292  
email [sking@ngs.edu](mailto:sking@ngs.edu)

### **Education to Promote Crime Prevention:**

NGS encourages students and employees to be aware of their responsibility for their individual security and the security of others. Personal safety, especially after an evening class or work hours, is to walk with others to your transportation.

During orientation, students are directed to the Annual Security Report and the importance of reviewing the institutions programs, policy, and information contained in the report.

### **Tips for crime prevention:**

- Don't leave your possession lying around; cash, keys, credit cards, check book, laptop, etc.
- Lock doors when you leave, even for a moment.
- Do not open doors for strangers.
- Don't place personal information on social network sites.
- Walk with others whenever possible.
- Stay tuned to your surroundings when walking alone.
- If someone or something makes you uneasy, remove yourself from the situation.
- Have your keys in your hand before approaching car or building.
- Don't fall asleep on public transportation.
- Stay in well lighted areas.
- If someone is following you, switch directions or cross the street and go to a public place to get help.
- Keep emergency numbers stored in your cell phone.
- When you identify suspicious behavior call the police immediately!

The National Crime Prevention Council provides a webpage for resources, programs, training, and podcasts at <http://www.ncpc.org/topics>.



## 11. CLERY CRIME STATISTICS

Individual Clery crime statistics tables are included herein for: The National Graduate School of Quality Management (NGS) main campus at 186 Jones Road, Falmouth, MA 02540 owned by the institution and other principal and instructional locations either leased or controlled by the institution or under memorandum of understanding where classes were held during 2012 (with statistics included for 2011 and 2010). The report encompasses Clery geography; the location of classes (space owned or controlled by the institution by rent, lease or other written agreement used by the institution for educational purposes and any area used by students and employees to access that space) and public property within the location and immediately adjacent to the location (portions of the sidewalk, street, and sidewalk that are adjacent to the campus/location of classes). Exclusions: new locations added after January 1, 2012; previously inactive locations that completed classes prior to the end of 2012.

Any non-Clery statistics (i.e. non-Clery crimes and/or crimes that occurred outside of Clery geographic locations) are presented in separate tables or in a caveat. All supporting records used in compiling the table will be maintained for three years from the latest publication of the report to which they apply (-in effect for seven years).

The crime statistics tables include reported offenses, not the findings of a court, coroner or jury or decision of a prosecutor. Clery crimes are counted from records of calls for service, complaints, and investigations obtained from local law enforcement agencies or departments that have jurisdiction over some or all of the Clery geography and from suspected criminal activity reported to the Campus Security Authority by a victim, witness, other third party or even the offender. If a reported crime is investigated by law enforcement authorities and found to be false or baseless, the crime is "unfounded" and is not included in Clery crime statistics. Only sworn or commissioned law enforcement personnel may "unfound" a crime. When multiple offenses have occurred during a single incident, Clery Act reporting requires that only the most serious offense is counted using the FBI's UCR (Uniform Crime Reporting) Hierarchy Rule.

Local law enforcement agencies or departments that have jurisdiction over some or all of the Clery geography cooperate with the yearly request made by the Campus Security Authority in providing the information prior to October of each calendar year to be included in the Clery crime statistics table. There is no written agreement or MOU at this time between the institution and these organizations pertaining to the NGS campus for extra patrolling or immediate notification of serious crimes.



**2010 - 2012  
ANNUAL SECURITY REPORT  
STATISTICS REPORTED BY YEAR AND LOCATION**

The statistics below include crimes reported to local police departments, base security and private security agencies, as required by the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act.

**CRIME STATISTICS**

CRIME	2010	2011	2012
<b>MAIN CAMPUS - FALMOUTH, MASSACHUSETTS</b>			
<b>Criminal Homicide:</b>			
1) murder and non-negligent manslaughter	0	0	0
2) negligent manslaughter	0	0	0
<b>Sex Offenses:</b>			
1) forcible sex offenses	0	0	0
2) non-forcible sex offenses:	0	0	0
Incest      Statutory Rape	0	0	0
<b>Hate Crimes:</b>			
1) Larceny	0	0	0
2) Simple Assault	0	0	0
3) Intimidation	0	0	0
4) Destruction of Property	0	0	0
Robbery	0	0	0
Aggravated Assault	0	0	0
Burglary	0	0	0
Motor Vehicle Theft	0	0	0
Arson	0	0	0
Arrests for Liquor Law Violations	0	0	0
Drug Law Violations	0	0	0
Illegal Weapons Possession	0	0	0
<b>AIR STATION CAPE COD - CAPE COD, MASSACHUSETTS</b>			
<b>Criminal Homicide:</b>			
1) murder and non-negligent manslaughter	N/A	0	0
2) negligent manslaughter	N/A	0	0
<b>Sex Offenses:</b>			
1) forcible sex offenses	N/A	0	0
2) non-forcible sex offenses	N/A	0	0
Incest      Statutory Rape	N/A	0	0
<b>Hate Crimes:</b>			
1) Larceny	N/A	0	0
2) Simple Assault	N/A	0	0
3) Intimidation	N/A	0	0



<b>4) Destruction of Property</b>	N/A	0	0
<b>Robbery</b>	N/A	0	0
<b>Aggravated Assault</b>	N/A	0	0
<b>Burglary</b>	N/A	0	0
<b>Motor Vehicle Theft</b>	N/A	0	0
<b>Arson</b>	N/A	0	0
<b>Arrests for Liquor Law Violations</b>	N/A	0	0
<b>Drug Law Violations</b>	N/A	0	0
<b>Illegal Weapons Possession</b>	N/A	0	0
<b>ARLINGTON, VIRGINIA</b>			
<b>Criminal Homicide:</b>			
1) murder and non-negligent manslaughter	0	0	0
2) negligent manslaughter	0	0	0
<b>Sex Offenses:</b>			
1) forcible sex offenses	0	0	0
2) non-forcible sex offenses	0	0	0
Incest Statutory Rape	0	0	0
<b>Hate Crimes:</b>			
1) Larceny	0	0	0
2) Simple Assault	0	0	0
3) Intimidation	0	0	0
4) Destruction of Property	0	0	0
<b>Robbery</b>	0	0	0
<b>Aggravated Assault</b>	0	0	0
<b>Burglary</b>	0	0	0
<b>Motor Vehicle Theft</b>	0	0	0
<b>Arson</b>	0	0	0
<b>Arrests for Liquor Law Violations</b>	0	0	3
<b>Drug Law Violations</b>	0	0	0
<b>Illegal Weapons Possession</b>	0	0	0
Arlington Notes: The 2012 Arrests for Liquor Law Violations were Off-Campus, not on campus property but adjacent to the campus.			
<b>ATLANTIC CITY, NEW JERSEY</b>			
<b>Criminal Homicide:</b>			
1) murder and non-negligent manslaughter	N/A	0	0
2) negligent manslaughter	N/A	0	0
<b>Sex Offenses:</b>			
1) forcible sex offenses	N/A	0	0
2) non-forcible sex offenses	N/A	0	0
Incest Statutory Rape	N/A	0	0
<b>Hate Crimes:</b>			
1) Larceny	N/A	0	0
2) Simple Assault	N/A	0	0
3) Intimidation	N/A	0	0



<b>4) Destruction of Property</b>	N/A	0	0
<b>Robbery</b>	N/A	0	0
<b>Aggravated Assault</b>	N/A	0	0
<b>Burglary</b>	N/A	0	0
<b>Motor Vehicle Theft</b>	N/A	0	0
<b>Arson</b>	N/A	0	0
<b>Arrests for Liquor Law Violations</b>	N/A	0	0
<b>Drug Law Violations</b>	N/A	0	0
<b>Illegal Weapons Possession</b>	N/A	0	0
<b>PHOENIX, ARIZONA</b>			
<b>Criminal Homicide:</b>			
<b>1) murder and non-negligent manslaughter</b>	0	0	0
<b>2) negligent manslaughter</b>	0	0	0
<b>Sex Offenses:</b>			
<b>1) forcible sex offenses</b>	0	0	0
<b>2) non-forcible sex offenses</b>	0	0	0
<b>Incest      Statutory Rape</b>	0	0	0
<b>Hate Crimes:</b>			
<b>1) Larceny</b>	0	0	0
<b>2) Simple Assault</b>	0	0	0
<b>3) Intimidation</b>	0	0	0
<b>4) Destruction of Property</b>	0	0	0
<b>Robbery</b>	0	0	0
<b>Aggravated Assault</b>	0	0	0
<b>Burglary</b>	0	0	0
<b>Motor Vehicle Theft</b>	0	0	0
<b>Arson</b>	0	0	0
<b>Arrests for Liquor Law Violations</b>	0	0	0
<b>Drug Law Violations</b>	0	0	0
<b>Illegal Weapons Possession</b>	0	0	0
<b>SAN ANTONIO, TEXAS</b>			
<b>Criminal Homicide:</b>			
<b>1) murder and non-negligent manslaughter</b>	0	0	N/A
<b>2) negligent manslaughter</b>	0	0	N/A
<b>Sex Offenses:</b>			
<b>1) forcible sex offenses</b>	0	0	N/A
<b>2) non-forcible sex offenses</b>	0	0	N/A
<b>Incest      Statutory Rape</b>	0	0	N/A
<b>Hate Crimes:</b>			
<b>1) Larceny</b>	0	0	N/A
<b>2) Simple Assault</b>	0	0	N/A
<b>3) Intimidation</b>	0	0	N/A
<b>4) Destruction of Property</b>	0	0	N/A
<b>Robbery</b>	0	0	N/A



Aggravated Assault	0	0	N/A
Burglary	0	0	N/A
Motor Vehicle Theft	0	0	N/A
Arson	0	0	N/A
Arrests for Liquor Law Violations	0	0	N/A
Drug Law Violations	0	0	N/A
Illegal Weapons Possession	0	0	N/A
<b>SAN DIEGO, CALIFORNIA - (Naval Base)</b>			
Criminal Homicide:			
1) murder and non-negligent manslaughter	0	0	0
2) negligent manslaughter	0	0	0
Sex Offenses:			
1) forcible sex offenses	0	0	0
2) non-forcible sex offenses	0	0	0
Incest Statutory Rape	0	0	0
Hate Crimes:			
1) Larceny	0	0	0
2) Simple Assault	0	0	0
3) Intimidation	0	0	0
4) Destruction of Property	0	0	0
Robbery	0	0	0
Aggravated Assault	0	0	0
Burglary	0	0	0
Motor Vehicle Theft	0	0	0
Arson	0	0	0
Arrests for Liquor Law Violations	0	0	0
Drug Law Violations	0	0	0
Illegal Weapons Possession	0	0	0
<b>SAN DIEGO, CALIFORNIA - (2121 5th Avenue)</b>			
Criminal Homicide:			
1) murder and non-negligent manslaughter	N/A	0	0
2) negligent manslaughter	N/A	0	0
Sex Offenses:			
1) forcible sex offenses	N/A	0	0
2) non-forcible sex offenses	N/A	0	0
Incest Statutory Rape	N/A	0	0
Hate Crimes:			
1) Larceny	N/A	0	0
2) Simple Assault	N/A	0	0
3) Intimidation	N/A	0	0
4) Destruction of Property	N/A	0	0
Robbery	N/A	0	0
Aggravated Assault	N/A	0	0
Burglary	N/A	0	0



Motor Vehicle Theft	N/A	0	0
Arson	N/A	0	0
Arrests for Liquor Law Violations	N/A	0	0
Drug Law Violations	N/A	0	0
Illegal Weapons Possession	N/A	0	0
<b>USCG - ELIZABETH CITY, NORTH CAROLINA</b>			
<b>Criminal Homicide:</b>			
1) murder and non-negligent manslaughter	0	0	0
2) negligent manslaughter	0	0	0
<b>Sex Offenses:</b>			
1) forcible sex offenses	0	0	0
2) non-forcible sex offenses	0	0	0
Incest      Statutory Rape	0	0	0
<b>Hate Crimes:</b>			
1) Larceny	0	0	0
2) Simple Assault	0	0	0
3) Intimidation	0	0	0
4) Destruction of Property	0	0	0
Robbery	0	0	0
Aggravated Assault	0	0	0
Burglary	0	0	0
Motor Vehicle Theft	0	0	0
Arson	0	0	0
Arrests for Liquor Law Violations	0	0	0
Drug Law Violations	0	0	0
Illegal Weapons Possession	0	0	0

This caveat addresses non-Clery crimes and/or crimes that occurred outside of the Clery geographic locations during the calendar year not specific to the time of classes. There was one incident of larceny and one incident of destruction/damage or vandalism of property (non-Clery crimes with no hate crime bias) at the Arlington, VA building outside Clery geography not within the location of class or area used to access the location by students. There was one incident of simple assault (non-Clery crime with no hate crime bias) and two burglary/ breaking and entering in vicinity of the city blocks of the Falmouth, MA building outside of the Clery geography and not adjacent to the location of class. There was one theft from a motor vehicle non-Clery crime, one DUI non-Clery crime, and one robbery outside of the Clery geography (each within 1 block of but not adjacent to the location of class at the 5<sup>th</sup> Ave., San Diego, CA location). There was one larceny (non-Clery crime with no hate crime bias) and one drug arrest both outside of Clery geography at the base Elizabeth City, NC location.



## 12. POLICY STATEMENT REVISION POLICY

***NGS reserves the right to revise the policies contained herein at any time. The current revision is always posted for on the NGS website. Recommendations concerning improvements to the contents of this Annual Security Report are encouraged and may be submitted at any time to:***

**The National Graduate School of Quality Management, ATTN: Director, Standards of Practice and Accreditation, 186 Jones Road, Falmouth, Massachusetts 02540**



## REFERENCES

Rape, Abuse & Incest National Network, *Preventing Sexual Assault*. Retrieved from  
<https://ohl.rainn.org/online/resources/prevent-sexual-assault.cfm>.

United States Department of Education, Office of Postsecondary Education, *The Handbook for Campus Safety and Security Reporting*, Washington, D.C., 2011.