

**Policy 2.33.1
Sexual Harassment and Other Unlawful Harassment: Confidential
Reporting Procedure**

Effective Date 11/13/14

Responsible Office		Administration			
Responsible Official		VP of Finance and Admin			
Approvals	Policy Cmte.	President	BOT	Last Revised	
	NA	11/13/14	11/13/14		

Procedure

If you are the victim of a crime and do not want to pursue action through MTCC or the criminal justice system, you may still want to consider making a confidential report. With your permission, the Campus Security Office can file a report on the details of the incident without revealing your identity. The purpose of a confidential report is to comply with you wish to keep the matter confidential, while taking steps to ensure the future safety of yourself and others. With such information, MTCC can keep an accurate record of the number of incidents involving students, faculty, staff, and visitors; determine where there is 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 MTCC. Students may contact the Vice President of Learning and Student Services for information on local agencies and counseling services who may provide confidential counseling services. Faculty/staff may contact the MTCC Personnel Officer for information regarding confidential counseling services.