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Members of the Chaffey Community College District who are witnesses or victims of a crime should immediately report the crime to Campus Police at 909-652-6911 or dial 9-1-1 (emergencies only). Any individuals witnessing or who are victims of a crime may also but are not required to call municipal law enforcement authorities.

In addition, an employee who has been assaulted, attacked, or menaced shall report the incident to his/her supervisor and/or the Chief Human Resources Officer as soon as practical after the incident. The supervisor and/or Chief Human Resources Officer shall assist the employee to promptly report the attack or assault to the appropriate law enforcement authorities if the incident has not yet been reported. The supervisor and/or Chief Human Resources Officer shall make the report if the employee is unable or unwilling to do so. Reporting a complaint to local law enforcement will not relieve the District of its obligation to investigate all complaints of unlawful harassment.

Campus Police will notify any individual complaining of sexual violence of their right to file a criminal complaint, the District's discrimination complaint procedures, and their right to report incidents of sexual violence to Human Resources if the complainant consents.

The District shall publish warnings to the campus community about the following crimes:

- Criminal homicide – murder and non-negligent manslaughter;
- Criminal homicide – negligent manslaughter;
- Sex offenses – forcible and non-forcible sex offenses;
- Robbery;
- Aggravated assault;
- Burglary;
- Motor vehicle theft;
- Arson;
- Arrests for liquor law violations, drug law violations, and illegal weapons possession;
- Persons who were not arrested for liquor law violations, drug law violations, and illegal weapons possession, but who were referred for campus disciplinary action for same;
- Crimes that manifest evidence that the victim was intentionally selected because of the victim’s actual or perceived race, gender, religion, sexual orientation, ethnicity, or disability and involve larceny-theft, simple assault, intimidation,
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destruction/damage/vandalism of property, or any other crime involving bodily injury;

- Those reported to the appropriate law enforcement authorities; and
- Those that are considered to represent a continuing threat to other students and employees.

In the event that a situation arises, either on or off campus, that, in the judgment of the Campus Police, constitutes an ongoing or continuing threat, a campus wide “timely warning” will be issued. The warning will be issued through the college e-mail system to students, faculty, staff, and the campus’ student newspaper. The information shall be disseminated by Campus Police in a manner that aids the prevention of similar crimes.

Depending on the particular circumstances of the crime, especially in all situations that could pose an immediate threat to the community and individuals, the Campus Police may also post a notice on the campus-wide electronic bulletin board on the District’s website providing the community with more immediate notification. The electronic bulletin board is immediately accessible via computer by all faculty, staff, and students. Anyone with information warranting a timely warning should report the circumstances to the Campus Police.

The District shall not be required to provide a timely warning with respect to crimes reported to a pastoral or professional counselor.

If there is an immediate threat to the health or safety of students or employees occurring on campus, the District shall follow its emergency notification procedures.

The District shall annually collect and distribute statistics concerning crimes on campus. All college employees shall report crimes about which they receive information.

The District shall publish an Annual Security Report every year by October 1 that contains statistics regarding crimes committed on campus and at affiliated locations for the previous three years. The Annual Security Report shall also include policies pertaining to campus security, alcohol and drug use, crime prevention, the reporting of crimes, sexual assault, victims’ assistance program, student discipline, campus resources and other matters. The District shall make the report available to all current students and employees. The District will also provide perspective students and employees with a copy of the Annual Security Report upon request. A copy of the Annual Security Report can be obtained by contacting Campus Police or is available on the District’s website home page.
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To Report a Crime:

Contact Campus Police at 909-652-6911 or dial 9-1-1 (emergencies only). Any suspicious activity or person seen in the parking lots or loitering around vehicles or inside buildings should be reported to Campus Police.

The District does not allow victims or witnesses to report crimes on a voluntary, confidential basis for inclusion in the annual disclosure of crime statistics.

The District may disclose the final results of disciplinary proceeding to a victim of an alleged perpetrator of a crime of violence or a non-forcible sex offense, regardless of the outcome. The District may also disclose to anyone, the final results of a disciplinary proceeding in which it concludes that a student violated school policy with respect to a crime of violence or non-forcible sex offense. The offenses that apply to this permissible disclosure are:

- Arson;
- Assault offenses;
- Burglary;
- Criminal homicide – manslaughter by negligence;
- Criminal homicide – murder and non-negligent manslaughter;
- Destruction, damage, or vandalism of property;
- Kidnapping or abduction;
- Robbery;
- Forcible sex offenses.

The disclosure may only include the final result of the disciplinary proceeding with respect to the alleged criminal offense. The District shall not disclose the name of any other student, including a victim or witness, unless the victim or witness has waived his/her right to confidentiality.

References:  Education Code Sections 212 and 87014;  
Penal Code Section 245;  
20 United States Code Section 1232g;  
34 Code of Federal Regulations Parts 99.31(a)(13), (14) and 668.46;  
Campus Security Act of 1990

Approved:  8/20/13