Chaffey Community College District
Public Safety Department

Student Right to Know and Campus Security Report
June 2014
A Message from the Chief

Welcome to Chaffey Community College!

I would like to welcome all new and returning faculty, staff, and students to Chaffey Community College. As members of the Chaffey campus community we all share the responsibility of maintaining a safe and healthy environment. Your safety while at Chaffey Community College is the primary concern of the Campus Police Department.

The Chaffey Community College District Police Department is operational 24 hours a day, seven days a week, year round. There are trained police dispatch personnel that answer calls for service 24 hours a day. There is always a police officer on duty that will respond to calls for assistance. The phone number for assistance is (909) 652-6911.

This report is available to the public to provide statistical information required by law. If you have questions or concerns regarding any information on this report, please contact the Campus Police Department at (909) 652-6632, or come by the Campus Police station located in the Campus Center East.

Sincerely,

Darryl Seube
Interim Chief of Police
Chaffey College Police Department

Safety on Campus

OUR COMMUNITY

Chaffey Community College strives to improve lives within the diverse communities it serves through equal access and quality instruction in occupational, transfer, general education, and foundation programs where student success is highly valued, supported and assisted.

The Campus Police Department participates in delivering the Chaffey mission and strives to create a safe environment conducive to academic excellence. The Campus Police Department works closely with neighboring law enforcement agencies and employs security measures to reduce and prevent crime. We believe public safety is best achieved with the assistance of everyone.

Chaffey is a community of more than 18,000 students divided among three campuses. The primary and most populated campus is located in the City of Rancho Cucamonga. Satellite campuses are located in the cities of Chino and Fontana. We maintain a collaborative relationship with the Police Agencies in these cities and as well as deploy Campus Police Officers on these campuses. Campus police officers will be the first to respond if issues arise.

To minimize the number of criminal incidents, a professionally-trained campus police force, students, and members of the wider campus community participate in a number of shared responsibilities to insure that the students and their possessions are protected as much as possible. On occasion, you will see timely warning notices describing recent crime trends or dangerous incidents. These bulletins will contain relative information and will be posted within a reasonable time frame, most likely 24 hours.


The Campus Police Department prepares this report annually to comply with the Jeanne Clery Disclosure of Campus Security Policy and Crime Statistics Act. The full text of this report can be located on our web site at
www.chaffey.edu/public_safety/police_clery.shtml. You may also be able to connect to our site via the Chaffey Home page at www.chaffey.edu. This report is prepared in cooperation with the Police agencies surrounding our three campuses, the Office of Institutional Research, and Office of Student Services and Discipline. Each entity provides updated information on their educational efforts and programs to comply with the Act.

To comply with the act, we maintain crime statistics for incidents that occur on property either owned, or controlled by the college, and collect statistics from police agencies who maintain jurisdiction for public property immediately adjacent to campus. Copies of the report may also be obtained at the Campus Police Department on the Rancho Cucamonga Campus or by accessing the Campus Police website.

Timely Warning Notices

In event of a serious incident, which may pose an ongoing threat to members of the Chaffey Community College District community, a timely warning is distributed to the campus community. As circumstances allow, the decision to distribute a timely warning notice will be based on the judgment of the Chief of Police. Any or all of the following may be used to issue immediate warnings about serious emergencies on campus: prominent postings on the District website (www.chaffey.edu), broadcast email and voicemail, and broadcast via the InformaCast emergency mass notification system, and public address systems. Crime Alert Bulletins and other informational materials may also be posted on campus bulletin boards and buildings to inform students, faculty, and staff of ongoing safety concerns.

Emergency Response and Evacuation Procedures

The District maintains an Emergency Operations Plan (EOP) that contains provisions to provide immediate emergency response and evacuation in an emergency situation. This plan provides that if there is an immediate threat to the health or safety of students, faculty, and staff, occurring on or near our campuses, the Campus Police Department will follow applicable areas of the EOP which provides direction on emergency response, evacuation, and notification of the campus community. These notifications will take place upon confirmation of a significant emergency or dangerous situation involving an immediate threat to the health or safety of students, faculty, and staff.

The Campus Police Department and the Office of Risk Management will be conducting annual exercises using the newly developed Emergency Operations Center (EOC) following the NIMS and SEMS response procedures. These table top exercises provide valuable training to first responders during a critical incident. Additionally, the District Emergency Procedures Guidelines is published and updated annually and provides valuable information regarding emergency response and evacuation procedures for each building in the District.

Available Crime Prevention Presentations and Prevention of Violence in the Workplace

Chaffey College has established a team of individuals to respond and provide training to prevent or recognize early warning signs of potential violence. The team consists of members from the College Police Department, Risk Management/Human Resources and the Office of Student Discipline. Individual consultations, counseling, presentations, and workshops are offered on a regular basis or upon request. Requests can be made by calling Campus Police at (909) 652-6632, or the Office Risk Management at (909) 652-6531.

Established District procedures will serve as the mechanisms for resolving situations of violence or threats of violence. Each allegation of violence will be taken seriously. Individuals are encouraged to report acts of violence, threats of violence, or any other behavior which by intent, act or outcome harms another person.

Members of the Campus Police Department are available to provide the following presentations to faculty, staff, and students:

Personal Safety, Sexual Assault Prevention, Prevention of Auto Theft and Auto Burglary, Dealing with Emotionally
Distressed Individuals, Emergency Preparedness, Safety Presentations to children and parents, New Student Orientation, or any other safety related topics. These programs are offered throughout the semester or upon request. Crime Prevention information is also available on our web site at www.chaffey.edu/police.

Chaffey Campuses

The Campus Police Department provides law enforcement services on our campuses when classes are in session. All emergencies and crimes on campus should be reported to the Chaffey College Campus Police Department as soon as possible at (909) 652-6911. If an officer is not available to respond, dispatch will notify the local law enforcement agency to seek assistance from an officer from that agency. Campus Police will maintain jurisdiction over most incidents, and will conduct the follow-up investigation and filing with the District Attorney's Office if necessary. The campuses are listed below.

Rancho Cucamonga Campus
5885 haven Avenue, Rancho Cucamonga, CA 91737

Chaffey College Learning Development Center
9375 9th Street Rancho Cucamonga CA 91730

Chaffey College Radiologic Technology Program
7777 B Milliken Avenue, Rancho Cucamonga CA 91730

Chaffey College Campus Police shares this jurisdiction with the San Bernardino County Sheriff's Department Rancho Cucamonga Station for incidents requiring criminal investigation. All emergencies and crimes in progress should be reported to the Chaffey College Police Department at (909) 652-6911 or the San Bernardino County Sheriff's Office at 9-1-1 or (909) 941-1488.

Chaffey College Chino Campus
5897 College Park Avenue, Chino, CA 91710

Chino Information Technology Center
13170 Seventh St. Chino CA 91710

Chaffey College police Department shares this jurisdiction with the City of Chino Police Department for incidents requiring criminal investigation. All emergencies and crimes in progress should be reported to the Chaffey College Police Department at (909) 652-6911 or the Chino Police Department at 9-1-1 or (909) 628-1234.

Chaffey College Fontana Center
16855 Merrill Ave. Fontana CA 92335

Chaffey Community College Department of Public Safety shares this jurisdiction with the City of Fontana Police Department for incidents requiring criminal investigation. All emergencies and crimes in progress should be reported to Chaffey College Police Department at (909) 652-6911 or the Fontana Police Department at 9-1-1 or (909) 822-1122.

Access to Campus Facilities and Staff Keys

Most campus buildings are open from 7:00am to 10:00pm. Students and staff members may be asked to produce positive identification to prove authorization to be in a specific area. Any employee that needs to be in campus buildings or areas not during regular work areas should notify Campus Police of their presence. Campus Police will unlock doors for weekend classes and other events as published in the facilities use schedule. It is the responsibility of those who use the classrooms, offices, and other areas to close and lock doors, turn off lights, and close windows. Operations and Police personnel will check many of the areas of the campus during off hours, but the primary responsibility for security of the buildings lies with the user.
Keys are provided to individual staff members on a need to enter basis as determined by the appropriate supervisor. Lost keys must be reported immediately to the supervisor and Campus Police. Payment for lost keys may be required. Keys should never be loaned to other staff members or students. Campus Police Officers will confiscate any keys which have not been specifically issued to a particular individual. Duplication of district keys is not permitted.

**College Property**

No district property may be removed from the campus without an expressed written permission from the department dean or supervisor. Unauthorized removal of district property from the campus is a violation of the law and may be prosecuted.

**Maintenance and Security of Campus Facilities**

The Maintenance, Operations, and Grounds Departments, along with Campus Police combine efforts to enhance the district's maintenance and security programs. Exterior doors on campus are secured each evening by the Campus Police. Building alarms are activated and monitored by the Campus Police and private alarm companies. Grounds staff routinely trim trees, and bushes to reduce potential safety hazards. Lighting is checked daily. All members of the campus community can report maintenance/security issues by calling 909-652-6632, or filling out on line a Hazardous or Unsafe Condition Report at www.chaffey.edu/public_safety/hazard_form.

**Security Policies & Procedures**

The Department of Public Safety will secure all buildings by 11:00 P.M. on weekdays and by 5:30 P.M. on weekends. We recognize that there will be some need for after hour and weekend access to buildings. Employees using the facilities after hours should carry proper identification and notify Campus Police of their presence on campus.

The campus facilities are maintained by Maintenance Operations and patrolled by the officers of the Campus Police Department. The police officers and police cadets regularly test the emergency phones and submit work orders for repair. They along with Maintenance Operations personnel may recommend the trimming of shrubbery for safety reasons and conduct periodic lighting surveys. Employees should report the need for replacement of lights and any other physical hazards they notice. Periodic crime prevention surveys are conducted when a crime trend occurs or upon the physical changes of office space and equipment when requested by an administrator. Most campus buildings are equipped with building access controls and burglar alarms that when activated will result in a response from campus police.

Lighting improvements are constantly being evaluated. Improvements have included the placement of high intensity lights in buildings, in parking lot areas, in areas with heavy landscaping and trees, and along pathways frequently traveled by students. Outdoor tall pedestal blue emergency telephones are located at many locations throughout the campus. All emergency telephones are connected directly to the Communications/Dispatch Center for Campus Police.

**Campus Police Department**

**Your Community Policing Agency**

The Chaffey College Campus Police Department, located in the Campus Center, near the Bookstore, coordinates campus safety and security. The Department is a POST certified agency with a force of 12 sworn officers with full arrest powers and 17 non-sworn support employees. The police officers are graduates of a California Peace Officers Standards Training Academy and undergo continued POST, Advanced Officer training to upgrade their skills. All sworn employees have been trained in first aid and CPR. Campus Police Officers are authorized to enforce all federal and state law, regulations on and off the college campus per section 830.32 of the California Penal Code. They are authorized to enforce traffic, and parking regulations on and off District campuses. Campus Police officers are armed with firearms. They conduct foot and vehicle patrols on the Rancho Cucamonga campus 24-hours a day. Officers conduct foot and vehicle patrols on the Chino and Fontana campuses from 7:00 am to 11:00 pm Monday through Friday. The other satellite campuses are patrolled
periodically. Police officers also work very closely with the San Bernardino County Sheriff’s Department and other local, state and federal law enforcement agencies to assist with incidents involving campus community members.

Potential criminal actions and any emergency on campus, including medical emergencies, should be reported directly to the Campus Police Department. Upon receipt of the call, Police officers are dispatched immediately to the site of the complaint and have the authority to take police action when necessary. You may also dial 9-1-1 which will be answered by the nearest law enforcement dispatch center. They will relay the information to Campus Police and officers will be immediately dispatched to the location.

Campus Police Phone Numbers

Campus Police Business 652-6632
Campus Police Emergency 652-6911

Address:
Chaffey College Police Department
5885 Haven Avenue
Rancho Cucamonga, CA 91737

Crime Reporting Procedures

The Chaffey College Police Department has Officers on 24 hours a day. Anyone can report a crime, incident or other emergency by dialing (909) 652-6911, x6911 on a campus phone, or using one of many emergency phone systems located on the campuses. You may also go to the Campus Police Department stations located at Campus Center East, and offices designate for the Police at the Chino and Fontana campuses. The department closely monitors all reported incidents which occur and allocates the resources necessary to maintain a safe environment.

If a crime occurs off campus, please call 911 or the local police agency in your area. Local agencies keep us informed if there is a problem around the district campuses that may cause a security risk, and provide assistance when needed.

Police Escorts

The Campus Police Department provides a safety escort program. Police officers and cadets provide personal escorts and additional building security during evening and nighttime hours. This service is available to escort students, faculty, and staff to and from their classroom, laboratory or office, automobile, or any other location within a reasonable distance to campus. This program is designed to enhance safety for students, faculty and staff. You can call (909) 652-6911 to request an escort.

Student Discipline

Students may be expelled, suspended or placed on probation for committing violent or criminal acts on campus or at campus-related events. In compliance with federal and state laws and regulations, victims of violent crimes, including sexual assault, are to be informed whenever information regarding disciplinary action taken by the college is included in a student's file. Within three days, victims are to be informed of the results of the disciplinary action and any appeal. The victim is required to keep the results of the disciplinary action and appeal confidential. For further information, contact the Judicial Affairs Officer, Assistant Dean of Student Services, by calling 909-652-6508.

Hate Crimes

"Hate violence" as defined in the statute "means any act of physical intimidation or physical harassment, physical force or physical violence, or the threat of physical force or physical violence, that is directed against any person or group of persons because of the ethnicity, race, national origin, religion, sex, sexual orientation, disability, or political/religious beliefs of that person or group". Incidents of hate violence occurring on Chaffey College campuses should be reported to the Campus Police Department. The College does not tolerate hate violence and is charged with ensuring that the rights
guaranteed by state law and the U.S. Constitution are protected for all people regardless of their ethnicity, race, national origin, religion, sex, sexual orientation, disability, or political/religious beliefs.

**Alcohol, Drugs and Weapons Policies**

Campus Police officers enforce laws regulating the use of alcoholic beverages and underage drinking. Chaffey is committed to maintaining a safe and healthy environment for the college community. Alcohol and other drugs should not interfere with the College’s educational mission. All Chaffey students, faculty members, staff members, and administrators are subject to local state and federal laws regarding the unlawful possession, distribution, or use of alcohol or illegal drugs.

The unlawful manufacture, distribution, dispensing, possession or use of illegal drugs on the College campus or at any College-sponsored event off campus is prohibited. No one may use illegal substances, or abuse legal substances, including alcohol, in a manner which impairs performance of assigned tasks.

The Campus Police Department strictly enforces Federal and State laws, as well as the District’s policy, for the use and sale of illegal drugs. Violators are subject to college discipline, and/or criminal prosecution. Students engaging in the sale of illegal drugs will be expelled. Students found in violation of College alcohol, drug and weapons policies may be subject to academic probation, suspension or expulsion. Parents or guardians may be notified about any disciplinary violation involving alcohol or a controlled substance, which has been committed by a student who is under the age of 18.

Employees in violation of the College alcohol and drug policies may be subject to corrective action or dismissal. Applicable legal sanctions under local, State and Federal law for the unlawful possession or distribution of illicit drugs and alcohol range from probation, diversion, imprisonment in the county jail for less than one year, to imprisonment in State Prison.

Regardless whether a person possesses a lawfully issued medical marijuana card, Federal Law prohibits marijuana use, possession, and/or cultivation at educational institutions and is therefore prohibited from any Chaffey College property or function.

Firearms, knives, and other dangerous weapons of any kind are not permitted on campus or off-site centers. Intentional use, possession, or sale of firearms, knives or any other dangerous weapon is strictly prohibited on a school campus by State law.

The Campus Police Department strictly enforces Federal and State laws, as well as the College’s zero-tolerance policy, for the possession or use of any weapon on campus. Violators are subject to college discipline, and/or criminal prosecution. Students in possession of any weapon can be expelled. Students found in violation of College alcohol, drug and weapons policies may be subject to academic probation, suspension or expulsion. Parents or guardians may be notified about any disciplinary violation involving a weapon, which has been committed by a student who is under the age of 18.

**The Federal Campus Sex Crimes Prevention Act**

The Federal Campus Sex Crimes Prevention Act requires the Chaffey Community College District to inform the campus community where to find information on registered sex offenders. California law requires sex offenders to register with local police and sheriffs, which places their names in a state-wide data base. Sex offenders are also required to register with the police department of any educational institution if there will be attending classes on their campus. The State of California Registered Sex Offender database can be accessed at http://www.meganslaw.ca.gov/. The Chaffey College Police Department also maintains files on sex offenders who attend or live around all the Chaffey College Campuses. If you need more information contact your local law enforcement office, or contact the Chaffey College Police Department at (909) 652-6632.
Violence Against Women Reauthorization Act of 2013

On March 7, 2013 the Violence Against Women reauthorization Act was signed into law (VAWA (Pub. Law 113-4), which among other provisions, amended section 485 (f) of the HEA, otherwise known as the Jeanne Clery Disclosure of Campus Security policy and Campus Crime Statistics Act (Clery Act). Notably VAWA amended the Clery Act to require institutions to compile statistics for incidents of domestic violence, dating violence, sexual assault, and stalking and to include certain policies, procedures, and programs pertaining to these incidents in their annual security reports (ASR’s). The statistics required by VAWA are included in this report for the calendar year 2013.

Sexual Assault Policy

Chaffey College recognizes that sexual assault is a serious issue, and will not tolerate acts of sexual assault on campus. The College will investigate all allegations of sexual assault and take appropriate disciplinary, criminal, or legal action.

As soon as possible, the victim of a sexual assault that occurs on campus should report the incident to the Campus Police Department by contacting them directly at (909) 652-6911 or to any faculty or staff member. If the assault occurred off campus, the victim can notify the law enforcement agency that has jurisdiction of the area where the assault occurred as soon as possible. The victim should make every attempt to preserve any physical evidence of the assault. This may include not showering or disposing of any clothing or other items that were present during the assault. In some cases, a voluntary medical exam may be needed to collect further evidence.

The Campus Police will immediately conduct a criminal investigation of a reported sexual assault. Disciplinary actions may be imposed on individual students, student organizations, and/or college faculty and staff found responsible for a sexual assault. College sanctions following campus disciplinary procedures depend on the outcome and may range from suspension to expulsion. Every effort will be made to criminally prosecute perpetrators of sexual assaults.

The college will assist the victim in changing academic situations if so requested and if such changes are reasonably available.

If you become the victim of a sexual assault on or off campus:
• GET to a safe place
• CONTACT the Department of Public Safety (or your local police if off campus)
• DO NOT shower, bathe, change or destroy clothing
• DO NOT straighten up the area
• SEEK medical attention

Victim Assistance Programs

Chaffey Community College District promotes a program of information, advocacy, and support of victims of crime on campus. The Campus Police Department conducts full investigations on all crimes and will provide you with needed reports. California has a network of programs and resources available to help victims of Crime Resource Center (1-800-VICTIMS) to obtain additional assistance.

Organizations that provide assistance to rape victims

<table>
<thead>
<tr>
<th>On Campus:</th>
<th>Off Campus:</th>
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<tr>
<td>Department of Public Safety</td>
<td>Rape Crisis Hotline</td>
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<tr>
<td>(24-hr emergency)</td>
<td>(909) 626-4357</td>
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<tr>
<td>Sexual Harassment Counseling</td>
<td>Sexual Assault Services</td>
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<tr>
<td>(909) 652-6331</td>
<td>(800) 656-4673</td>
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Student Health Services (909) 652-6331  Suicide Prevention Hotline (800) 784-2433
Counseling & Psychological Services (909) 652-6331  Counseling Services (800) 843-7274
WeTip Anonymous Crime Reporting Service (800) 782-7463

Crime Statistics

The crime statistics were compiled by Chaffey College Police Department in cooperation with college officials having responsibility for oversight of student services, and relevant local agencies. Crime definitions are from the Uniform Crime Reporting (UCR) Handbook and sex offense definitions are from the National Incident Based Reporting System (NIBRS) edition of the Uniform Crime Reporting Program. For statistical purposes, crimes statistics reported to any of these sources are recorded in the calendar year the crime was reported. All the statistics are gathered, compiled, and reported to the College community via this report. This information is available at the District website at www.chaffey.edu, and the Campus Police Department website at www.chaffey.edu/police. The District authorities submit the annual crime statistics published in this report to the United States Department of Education (DOE). The statistical information gathered by the United States Department of Education is available to the public through the DOE.

Campus Crime Statistics

2011 through 2013

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**Special Category Arrests**

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<td><strong>Total</strong></td>
<td>6</td>
<td>8</td>
<td>15</td>
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<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>

*Some of these incidents are also reported under On-campus Crime Statistics by the Department of Public Safety.*