517.01 Campus Security

1. Part 668 of Title 34 of the Code of Federal Regulations, “Student Assistance General Provision” obligates the College to provide certain information relating to campus security. The Dean of Institutional Research or his/her designee is assigned the principal responsibility to assure the College remains in compliance with federal law.

2. The College shall collect the information described below with respect to campus crime statistics for each calendar year, on the following crimes or offenses:
   a. Criminal Homicide: murder, non-negligent or negligent manslaughter
   b. Sex Offenses; forcible or non-forcible
   c. Robbery
   d. Aggravated Assault
   e. Burglary
   f. Motor Vehicle Theft
   g. Arson
   h. Liquor Law Violations
   i. Drug Law Violations
   j. Illegal Weapons Possession

   The statistics will be reported for the three most recent calendar years, for the years in which the crimes were reported to a campus security authority. The College will report any crimes included in items A through G and any other reported crime involving bodily injury 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.

3. By October 1 of each year, the administration shall prepare, “an annual security report” and distribute either the report or a notice of its availability to all current students and employees, and to any applicant for enrollment or employment who requests the report. The annual security report shall contain the following information with respect to the College:
   a. A statement of current College policies regarding procedures for students and others to report criminal actions or other emergencies occurring on campus and the policies concerning the College’s response to such reports.
b. A statement of current policies concerning security of and access to campus facilities, and security considerations used in the maintenance of campus facilities.

c. A statement of current policies concerning campus law enforcement, including:
   (1) The enforcement authority of any security personnel at the College, with the working relationship between the College and state and local police agencies; (2) Any College policies which encourage accurate and prompt reporting of all crimes to appropriate police agencies and to any campus security personnel; and (3) any procedures that encourage professional counseling, if and when they deem it appropriate, to inform the persons they are counseling of any procedures to report crimes on a voluntary, confidential basis for inclusion in the annual disclosure of crime statistics.

d. A description of the type and frequency of programs designed to inform students and employees about campus security practices and procedures and to encourage students and employees to be responsible for their own security and the security of others.

e. A description of any program designed to inform students and employees about the prevention of crimes.

f. The statistics regarding crimes or offenses described in Clause 2 above.

g. The statement of policy concerning the monitoring and recording through local police agencies of criminal activity at off campus locations of student organizations which are recognized by the institution, and that are engaged in by students attending the College.

h. A statement of College policy regarding the possession, use and sale of alcoholic beverages and enforcement of State underage drinking laws.
i. A statement of the College policy regarding the possession, use and sale of illegal drugs and enforcement of Federal and State drug laws.

j. A description of any drug or alcohol abuse education programs that exist as otherwise required by federal law.

k. A copy of the College’s policy regarding sexual assault programs aimed at the prevention of sexual offenses, and the procedures to be followed once a sex offense has occurred.

4. The administration shall make timely reports to students and employees regarding crimes described in Clause 2 above that are considered to be a threat to other students and employees. The reports will be given in a manner that will aid in the prevention of similar occurrences.

5. The statistics required in Clause 2 above shall be compiled in accordance with the definitions used in the uniform crime reporting system of the Department of Justice, and the Federal Bureau of Investigation and the modifications in such definitions as is done pursuant to the Federal Hate Crimes Statistics Act.

6. The College will maintain a written, easily understood daily crime log that records the date a crime was reported; the nature, date, time and general location of each crime; and the disposition of the complaint, if known. Disclosure of certain portions of this information may be restricted under the Freedom of Information Act.

7/27/92
11/22/93
11/28/94
10/23/00
6/28/04
8/24/09