

Mt. San Antonio College

2016 Annual Security Report



(Mt. SAC Student Success Center)

Table of Contents

ANNUAL SECURITY REPORT	5
Reporting Crimes and Other Emergencies	5
Voluntary, Confidential Reporting	6
Reporting to Mt. SAC Public Safety	6
Reporting to Other Campus Security Authorities	7
Public Safety	8
Working Relationship with Local, State, and Federal Law Enforcement Agencies	9
Crimes Involving Student Organizations at Off-Campus Locations	9
Timely Warnings and Crime Alerts	10
EMERGENCY RESPONSE AND EVACUATION PROCEDURES	11
Emergency Management at Mt. SAC	11
Drills, Exercises and Training	12
Emergency Notification	12
Security of and Access to Mt. SAC facilities	14
Security Considerations for the Maintenance of Campus Facilities	15
Mt. SAC's Response to Sexual and Gender Violence	15
Defining Rape and Sexual Assault	23
Our Commitment to Addressing Sexual Assault/Rape	25
Sexual Assault Prevention Education Programs	27
Prohibition of Retaliation	28
Sex Offender Registration – Campus Sex Crimes Prevention Act	28
Campus Security Policies, Crime Prevention, and Safety Awareness Programs	28
Behavior and Wellness Team	28
Weapons Policy	28
VICTIMS' BILL OF RIGHTS	30
The Office of Student Life	32
Parental Notification Policy	40
Missing Student Notification Policy	40
Daily Crime Log	40
Crime Prevention and Safety Awareness Programs	41
POLICIES GOVERNING ALCOHOL AND OTHER DRUGS	42
Annual Disclosure of Crime Statistics	46
NR Means the statistic was not required by the Clery Act in a particular year	51
MAP	55
Risk Management Directory	56
CRIME PREVENTION TIPS	57
Attachment 1 DRUG AND ALCOHOL ABUSE PREVENTION	58
Federal Trafficking Penalties	65

CAMPUS PUBLIC SAFETY AGENCY/Public Safety

To the Mt. SAC Community –

Thank you for your interest in our Annual Security Report. We publish it because it contains valuable information and to comply with the Clery Act. We encourage you to read the report and become familiar with Mt. SAC's security procedures and how to access crime prevention information. Public Safety is proud to be an integral part of Mt. SAC's tradition of excellence. It is our goal to provide quality public safety services to the Mt. SAC community and we are committed to making our campus a safe place in which to live, work, and study.

Dave Wilson, Chief of Mt. SAC PUBLIC SAFETY

Accessibility to Information and Non-Discrimination Statement

No person...shall, on the basis of sex, be excluded from participation in, be denied benefits of, or be subjected to discrimination under any education program or activity receiving federal financial assistance

Mt. San Antonio College prohibits sex and gender-based discrimination, including sexual violence and other forms of sexual harassment

The Mt. San Antonio College's Title IX Coordinator is:

Abe Ali, Vice President and Director, Equal Employment Opportunity Programs
Mt. San Antonio College Human Resources
1100 North Grand Avenue
Building 4, Room 1460
Walnut, CA 91789
(909) 274-4225

The Title IX Coordinator:

- Promotes the creation of policies, procedures and notifications designed to ensure compliance with Title IX;
- Is trained regarding sexual harassment, including sexual violence, and is familiar with the grievance procedures;
- Oversees implementation of complaint resolution procedures, including investigation and disposition of complaints, and identifies and addresses any problems identified through investigations;
- Answers questions and provides guidance about Title IX compliance and the related policies and procedures;
- Is a liaison to the U.S. Department of Education's Office of Civil Rights and other state and federal agencies that enforce Title IX;
- Helps ensure the campus community and employees with Title IX compliance responsibilities are adequately trained and educated; and
- Monitors all other aspects of Title IX compliance.

ANNUAL SECURITY REPORT

Preparation of the Annual Security Report and the disclosure of Crime Statistics

Mt. SAC Public Safety prepares this report to comply with the Jeanne Clery Disclosure of Campus Security and Crime Statistics Act using information maintained by Mt. Sac Public Safety. Information is provided to Public Safety by Student Life and other Campus Security Authorities and information provided by local law enforcement agencies surrounding campus.

This report provides statistics for the previous three years concerning reported crimes that occurred on campus. This report also includes institutional policies concerning campus security, such as policies regarding sexual assault, alcohol and other drugs.

Mt. SAC distributes a notice of the availability of this Annual Security Report by October 1st of each year to every member of the Mt. SAC community. Anyone, including prospective students and employees, may obtain a paper copy of this report by contacting Mt. SAC Public Safety at (909) 274-4555 or by visiting <http://www.mtsac.edu>

Reporting Crimes and Other Emergencies

Mt. SAC has a number of ways for campus community members and visitors to report crimes, serious incidents, and other emergencies to the appropriate Mt. SAC officials. Regardless of how and where you decide to report these incidents, it is critical for the safety of the entire Mt. SAC community that you immediately report all incidents to Mt. SAC Public Safety at (909) 274-4555 to ensure the appropriate investigation occurs and appropriate follow-up actions take place, including issuing a Crime Alert or emergency notification, if appropriate.

Voluntary, Confidential Reporting

If crimes are not reported, little can be done to stop the perpetrators of those crimes from victimizing others. We encourage Mt. SAC community members to report crimes promptly and to participate in and support crime prevention efforts. The Mt. SAC community is much safer when all community members participate in safety and security initiatives.

If you are the victim of a crime or want to report a crime that you are aware of, but do not want to report it to law enforcement, we ask that you consider filing a voluntary, confidential report. Depending upon the circumstances of the crime you are reporting, you may be able file a report while maintaining your confidentiality. The purpose of a confidential report is to comply with your wish to keep your personally identifying information confidential, while taking steps to ensure your safety and the safety of others. The confidential reports allow Mt. SAC to compile accurate records on the number and types of incidents occurring on campus. Reports filed in this manner are counted and disclosed in the Annual Security Report. In limited circumstances, Public Safety may not be able to ensure your confidentiality and you will be informed of that beforehand and given the opportunity to choose whether or not to file a report. Please call Mt. SAC Public Safety at (909) 274-4555 to anonymously report suspicious activity or safety concerns.

Reporting to Mt. SAC Public Safety

We encourage all members of the Mt. SAC community to report all crimes and other emergencies to Mt. SAC Public Safety in a timely manner. Mt. SAC Public Safety dispatch is available at 909 274-4555 twenty-four hours a day or from 8 am to 5 pm, Monday through Friday in Building 23. Mt. SAC Public Safety should be notified of any

crime, whether or not further investigation is desired, so relevant security concerns can be addressed and the community can be made aware security threats.

Emergency Phones

There are emergency phones (blue phones) in each parking lot, most campus buildings, and numerous outdoor locations. Emergency phones provide direct voice communications to the Public Safety Dispatch Center. Emergency phones do not require coins, you simply have to press the button on the front of the phone and report your emergency.

Reporting to Other Campus Security Authorities

While Mt. SAC prefers that community members promptly report all crimes and other emergencies directly to Mt. SAC Public Safety at (909) 274-4555 or 911, we also recognize that some may not want to report directly to law enforcement. The Clery Act recognizes certain Mt. SAC officials and offices as, "Campus Security Authorities (CSA)." The Clery Act defines these individuals as, "an official of an institution who has significant responsibility for student and campus activities, including, but not limited to, student housing, student discipline and campus judicial proceedings. An official is defined as any person who has the authority and the duty to take action or respond to particular issues on behalf of the institution."

While Mt. SAC has identified many CSAs, we officially designate the following offices as places where campus community members should report crimes:

Official	Campus Address	Phone Number
Mt. SAC Public Safety	Building 23	(909) 274-4555

Vice President of Student Services	Building 9B	(909) 274-4505
Vice President of Human Resources	Building 4	(909) 274-4225
Director of Student Life	Building 9C	(909) 274-4525
Dean of Counseling	Building 9B	(909) 274-4380
Dean of Athletics	Building 45	(909) 274-4630
Director of Health Services	Building 67B	(909) 274-4400

Pastoral and Professional Counselors

According the Clery Act, pastoral and professional counselors who are appropriately credentialed and hired by Mt. SAC to serve in a counseling role are not considered Campus Security Authorities when they are acting in the counseling role. As a matter of policy, Mt. SAC encourages pastoral and professional counselors to notify those whom they are counseling of the voluntary, confidential reporting options available to them.

Public Safety

The Mt. SAC Public Safety Department has the authority to enforce the Student Discipline Code of Conduct and the State of California Penal Code under Education Code Section 72330. The Mt. San Antonio College Board of Trustees has established the Public Safety Department as a community college police department under Education Code Section 72330(a), which authorizes the governing board of a community college

district to establish a community college police department under the supervision of a community college chief of police.

Public Safety Department Staffing:

- Chief (1)
- Deputy Chief (1)
- Supervisor (1)
- Public Safety Officers (13)
- Parking Officers (12)
- Administrative Staff (4)

Mt. SAC is a great place to live, learn, work and study, however, this does not mean that the campus is immune from the crime and dangers found in other communities. With that in mind, Mt. SAC has taken progressive measures to create and maintain a safe environment on campus. Mt. SAC is progressive with its policies, programs, and education but it is up to each one of us to live with a sense of awareness and use reasonable judgment.

Working Relationship with Local, State, and Federal Law Enforcement Agencies

In compliance with the Crime Awareness and Campus Safety Act of 1990, the Mt. SAC Public Safety Department has a memorandum of understanding with the Los Angeles County Sheriff's Department to investigate all crimes occurring on campus. The Mt. SAC Public Safety Department protects and serves the campus community 24 hours a day, 365 days a year.

Crimes Involving Student Organizations at Off-Campus Locations

Mt. SAC relies on its close working relationships with local law enforcement agencies to receive information about incidents involving Mt. SAC students and recognized student organizations, on and off campus. If Mt. SAC Public Safety learns of criminal activity involving students or student organizations, it will coordinate with the appropriate

external law enforcement agency to forward information about the situation to the Office of Student Life as appropriate.

Mt. SAC requires all recognized student organizations to abide by federal, state, and local laws, and Mt. SAC regulations. Mt. SAC may become involved in the off-campus conduct of recognized student organizations when such conduct is determined to have a substantial Mt. SAC interest.

Timely Warnings and Crime Alerts

In an effort to provide timely notice to the campus community in the event of a Clery Act crime that may pose a serious or ongoing threat to members of the community, Mt. SAC issues, "Crime Alerts." Mt. SAC generally issues Crime Alerts for the following crimes: arson; aggravated assault; criminal homicide; robbery; burglary; sex assaults; and hate crimes. Mt. SAC will post these warnings on social media and by campus email. Mt. SAC also has the ability to send text messages and email alerts using the Emergency Notification System to those who register to receive the notifications. The text messaging can be a very effective way to send important information to the campus community.

The purpose of these Crime Alerts is to notify the campus community of an incident and to provide information to help community members protect themselves from similar incidents. Mt. SAC will issue Crime Alerts whenever the following criteria are met:

- a crime is committed
- the perpetrator has not been apprehended
- there is a substantial risk because of this crime

Such crimes include, but are not limited to:

- Clery Act crimes that are reported to any campus security authority or to Mt. SAC Public Safety

- Mt. SAC determines that the incident represents an ongoing threat to the campus community

Mt. SAC Public Safety may, in some circumstances, issue Crime Alerts when there is a pattern of crimes against persons or property. At Mt. SAC, the Public Safety Chief will generally make the determination, in consultation with other Mt. SAC officials, if a Crime Alert is required. However, in emergency situations, any Public Safety supervisor may authorize a Crime Alert. For incidents involving off-campus crimes, Mt. SAC may issue a Crime Alert if the crime occurred in a location used and frequented by members of the Mt. SAC community.

EMERGENCY RESPONSE AND EVACUATION PROCEDURES

Emergency Management at Mt. SAC

The Office of Emergency Management is responsible for the Emergency Management Plan. This plan is designed to be an all-hazards disaster response and emergency plan that complies with FEMA guidelines for Higher Education that includes planning, mitigation, response, and recovery actions.

Our priorities are:

- Life safety, infrastructure integrity, and environmental protection during an emergency
- Coordination with Mt. SAC departments to write, maintain, test, and exercise the Emergency Management Plan.
- Cooperation, Integration, and Mutual Aid with local, state and federal planning, response, and public safety agencies and their Emergency Management Plans.

A summary of Mt. SAC's emergency response procedures is located at <http://www.mtsac.edu/emergency/index2.html>. Information on how to enroll in Mt. SAC's emergency notification system can be found at <http://www.mtsac.edu/emergency/>.

Drills, Exercises and Training

Annually, Mt. SAC conducts an emergency management exercise to test emergency procedures. The scenarios for these exercises change from year-to-year. These exercises include tabletop drills, emergency operations center exercises, and full-scale emergency response exercises. Mt. SAC conducts after-action reviews of all emergency management exercises. Mt. SAC notifies the community of these exercises and reminds the community of the publicly available information about Mt. SAC's emergency response procedures.

Emergency Notification

Mt. SAC is committed to ensuring the campus community receives timely, accurate, and useful information in the event of a significant emergency or a dangerous situation on campus that poses an immediate threat. Mt. SAC notifies students, faculty, and staff about any campus emergency with personalized voice, text and e-mail messages. The Campus Emergency Notification System is available to students, staff, and anyone in Mt. SAC community who wants to subscribe. The Campus Emergency Notification System can send emergency messages within minutes of the occurrence of an incident.

Mt. SAC tests the system annually.

Procedures Used to Notify the Campus Community

In the event of a situation that poses an immediate threat to members of the campus community, Mt. SAC has various systems in place for communicating information quickly. Some or all of these methods of communication may be activated in the event of emergency notification. The Campus Emergency Notification System, Mt. SAC's e-mail system, and verbal announcements on the public address systems in Public Safety patrol cars will be used as appropriate. Mt. SAC posts updates during a critical incident

on its homepage. If the situation warrants, Mt. SAC will establish a telephone call-in center to communicate with the community during an emergency.

Initiating the Emergency Notification System

Public Safety personnel may become aware of a critical incident or other emergency situation that potentially affects the health and/or safety of the campus community. Generally, campus first responders become aware of these situations when they are reported to the Public Safety dispatch or during regular patrol.

Once first responders confirm that there is, in fact, an emergency or dangerous situation that poses an immediate threat to the health or safety of some or all members of the campus community, they will notify their supervisor to issue an emergency notification.

Marketing and Public Affairs Office personnel are the authorized representatives to initiate an emergency notification system message. If, in the professional judgment of first responders, issuing a notification potentially compromises efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency, Mt. SAC may elect to delay issuing an emergency notification. As soon as the condition that may compromise efforts is no longer present, Mt. SAC will issue the emergency notification to the campus community.

Determining the Appropriate Segment or Segments of the Campus Community to Receive an Emergency Notification

Campus community members in the immediate area of the dangerous situation (i.e. the building, adjacent buildings, or surrounding area) will be notified as soon as possible. Mt. SAC may issue additional notifications to a wider group if necessary. In addition to the emergency notification that may be issued via the Campus Emergency Notification System, Mt. SAC will also post applicable messages about any dangerous condition on its homepage describing the emergency and steps to take to stay safe. If the emergency affects a significant portion of the entire campus, Mt. SAC officials will distribute the

notification to the entire campus community.

Determining the Contents of the Emergency Notification

The Marketing and Public Affairs Office and Mt. SAC Public Safety, determine the contents of the notification. Mt. SAC has developed a wide range of template messages addressing several different emergency situations. The individual authorizing the alert will select the template message most appropriate to the on-going situation and modify it to address the specifics of the present incident. In those cases where there are no pre-determined template messages in the system, the individual authorizing the alert will develop the most succinct message to convey the appropriate information to the community. The goal is to ensure individuals are aware of the situation and that they know the steps to take to safeguard their personal and community safety.

Procedures for Disseminating Emergency Information to the Larger Community

Mt. SAC will notify the larger community through the local media outlets and by providing information on social media sites.

Enrolling in the Mt. SAC Emergency Notification System

We encourage members of the campus community to enroll in the Campus Emergency Notification System by visiting <http://www.mtsac.edu/emergency/>. We encourage Mt. SAC community members to regularly update their information at the same site.

Security of and Access to Mt. SAC facilities

At Mt. SAC, administrative buildings are open from 8:00 a.m. until 5:00 p.m., Monday through Friday, and academic buildings generally are open from 7:00 a.m. until 11:00 p.m. Academic buildings are scheduled to be open on weekends only as needed. Access to individual classrooms and laboratories is limited to those enrolled in the courses meeting there. Likewise, access to most programs is limited to those enrolled in the program or otherwise authorized access.

Many cultural and athletic events held in Mt. SAC facilities are open to the public. Other facilities such as the bookstore, library, theater, and recital hall are likewise open to the public. Only those who have demonstrated a need are issued building keys.

Security Considerations for the Maintenance of Campus Facilities

Mt. SAC is committed to campus safety and security. Locks, landscaping and outdoor lighting are designed to enhance safety and security. Sidewalks are designed to provide well-traveled, lighted routes from parking areas to buildings and from building to building. Sidewalks and building entrances are illuminated to provide lighted routes from parking areas to buildings and from building to building.

Facilities Management personnel, in conjunction with Public Safety, evaluate the campus to make sure it is well lit and that any light issues are immediately addressed. We encourage community members to promptly report any security concern, including concerns about locking mechanisms, lighting, or landscaping to Public Safety.

Mt. SAC's Response to Sexual and Gender Violence

Mt. SAC is committed to providing a safe learning and working environment, and in compliance with federal law has adopted procedures to prevent and respond to incidents of sexual violence including sexual assault, domestic violence, dating violence and stalking. These guidelines apply to all students, faculty, staff, contractors, and visitors.

Reporting an Incident

If a student, employee or visitor has been the victim of an incident of sexual violence they should immediately report it to Mt. SAC Public Safety at 909 274-4555. In the case of an emergency or ongoing threat, get to a safe location and call 911.

Students may also report to the Director of Student Life by phone at 909 274-4525 or in person in Building 9C, 1100 North Grand Avenue, Walnut. Employees may also report to the Title IX Coordinator by phone at 909 274-4225 or in person in Building 4, 1100 North Grand Avenue, Walnut. Mt. SAC officials will assist any victim in notifying law enforcement, including Public Safety, if they elect to do so. Victims are also entitled to not report to law enforcement if they so choose. Any student or employee who reports an incident of sexual violence, whether the offense occurred on or off campus, shall receive a written explanation of their rights and options. This written explanation identifies existing counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, and other services available for victims, both within the institution and in the community; and describes options for available assistance in; and how to request changes to academic, transportation, and working situations or protective measures. The institution must make such accommodations or provide such protective measures if the victim requests them and if they are reasonably available, regardless of whether the victim chooses to report the crime to Public Safety or local law enforcement.

Sexual Assault, Domestic Violence, Dating Violence, Stalking, and Sexual Harassment (Board Policies 3430, 3540, 5500; California Penal Code, sections 240, 242, 243.4, 261-266)

Sexual assault is any sexual act directed against another person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent, as well as incest or statutory rape.

Domestic violence includes felony or misdemeanor crimes of violence committed by a current or former spouse or intimate partner of the victim. Dating violence means

violence committed by a person who is or has been in a romantic or intimate relationship with the victim.

Dating violence means violence, sexual or physical abuse, or the threat of such abuse committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The pattern of abusive behavior used by one partner to gain or maintain power and control over another intimate partner includes violence in the form of physical, sexual, emotional, economic, or psychological actions or threats of actions that influence another person. This includes any behaviors that intimidate, manipulate, humiliate, isolate, frighten, terrorize, coerce, threaten, blame, hurt, injure, or wound someone. Consent requires that you must be willing to participate in sexual intimacy and both partners must say, "yes." Sexual activity must be free from force, threats, coercion or intimidation. Consent cannot be given when a person is mentally incapacitated. Both partners must be free to make their own decisions and have the option of whether or not to be intimate. The safest way to get consent is to ask and receive a positive response. Consent can be withdrawn at any time. Consent is the affirmative, unambiguous, and voluntary agreement to engage in a specific sexual activity during a sexual encounter. Someone who is asleep, incapacitated by drugs or alcohol, or is under duress is not able to consent. You cannot infer consent. The absence of 'no' or 'stop' is not consent nor is the existence of a prior or current relationship or sexual activity

Stalking is engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for their safety or the safety of others or suffer substantial emotional distress.

Sexual harassment is the unwelcome advances, requests for sexual favors, or other verbal or physical conduct of a sexual nature directed at a specific person that seriously alarms, annoys, torments, or terrorizes the person and serves no legitimate purpose. Sexual harassment includes unwanted, uninvited, unsolicited verbal or written contacts, stalking, or leering with intention to harass, intimidate, threaten, retaliate or create conflict, including the use of electronic means of communication.

On & Off Campus Resources

Both Mt. SAC and the County of Los Angeles offer other important resources to the victims of sexual violence including medical treatment, counseling and advocacy. The Student Health Center is available to assist any student or employee free of charge and will help them consider their options and navigate through any resources or recourse they elect to pursue. A victim need not make a formal report to law enforcement or Mt. SAC to access these resources that include the following.

- Livier Martinez, LCSW (909) 274-4400
- Los Angeles County Sheriff's Department Walnut Station (909) 595-2264
- Project Sister (909)626-4357 (24 hour hotline)

Accommodations

Whether or not a student or employee reports to law enforcement and pursues any formal action, if they report an incident of sexual violence, Mt. SAC is committed to providing them as safe a learning or working environment as possible. Upon request, Mt. SAC will make any reasonably available change to a victim's academic, transportation, and or working situation. Students may contact the Director of Student Life by phone at (909) 274- 4525 or in person in Building 9C room 1A for assistance, and employees may contact Human Resources at (909) 274-4225 or in person in Building 4 for assistance.

Law enforcement can help a victim obtain a restraining order from criminal court. Victims have the right to file for a court order to help protect them from being physically or sexually abused, threatened, stalked or harassed. Restraining orders may include other "protected persons," such as family or household members of the protected person. If you obtain a restraining order, you must file the court documentation with the Public Safety Department, the Los Angeles County Sheriff's Department, Walnut Station and the law enforcement agency of the cities where you

live and work. House of Ruth offers legal advocacy and assistance in completing a temporary restraining order at <http://houseofruthinc.org/home> . The Los Angeles County Superior Court - East District can be contacted at (909) 620-3041 regarding Restraining/Protective Orders. Report any on-campus violations of a restraining order to Mt. SAC Public Safety at (909) 274-4555 or the Los Angeles County Sheriff's Department – Walnut Station at (909) 595-2264. Mt. SAC Public Safety is committed to ensuring that any such order is fully upheld on all institutionally owned and controlled property.

Victim Confidentiality

Mt. SAC recognizes the sensitive nature of sexual violence and is committed to protecting the privacy of any individual who reports an incident of sexual violence. Different officials on campus are, however, able to offer varying levels of privacy protection to victims. Reports made to law enforcement, including if criminal prosecution is pursued, may be made public and shared with the accused. Mt. SAC will not release names in the issuance of "Timely Warnings" or "Emergency Notifications", nor in the "Daily Crime Log" each of which are required by the Clery Act, and any accommodation or protective measure will be confidential unless it interferes with the measure's implementation.

Reports made to Mt. SAC officials will be kept confidential, and identifying information about the victim shall not be made public. Reports made to medical professionals and licensed mental health counselors will not be shared with third parties except in cases of imminent danger to the victim or a third party.

Bystander Intervention and Risk Reduction

Preventing and eliminating violence is everyone's job, so if you see someone in danger of being assaulted and if it is safe to do so:

- Step in and offer assistance.
- Ask if the person needs help.
- Call Public Safety at (909) 274-4555 or 911
- Don't leave. If you remain at the scene and are a witness, the perpetrator is less likely to do anything.
- Be an ally. When you go to a party, go with a group of friends. Arrive together, check in with each other frequently, and leave together.
- Have a buddy system. Don't be afraid to let a friend know if you are worried about his or her safety.

Education Programs

Mt. SAC is committed to increasing the awareness of and preventing sexual violence. All incoming students and new employees are provided with programming and strategies intended to prevent rape, acquaintance rape, sexual assault, domestic violence, dating violence, and stalking before it occurs by working to change social norms and other approaches; that includes a clear statement that Mt. SAC prohibits such acts, their definitions, the definition of consent, options for bystander intervention, information about risk reduction, and our policies and procedures for responding to these incidents. Ongoing prevention and awareness campaigns are also offered throughout the year. These programs include:

- First year student orientation
- New employee orientation
- Student Health Services Health Education Events: Preventing Sexual Violence, Bystander Intervention, and Sexual Assault Self-Defense Classes.

Conduct Proceedings

Mt. SAC strictly prohibits all acts of sexual assault, domestic violence, dating violence, and stalking. In addition to facing criminal action, students, employees and other affiliates may also face disciplinary action by Mt. SAC. Individuals found responsible

for having committed such a violation face permanent expulsion, termination of employment, suspension, or probation. Incidents involving accused students will be handled by Student Life, and incidents involving accused employees/affiliates will be handled by Human Resources.

All proceedings, whether the conduct is reported to have occurred on or off campus, shall provide a prompt, fair and impartial investigation and resolution by officials who have received annual training on the nature of the types of cases they are handling, on how to conduct an investigation, and conduct a hearing in a manner that protects the safety of victims and promotes accountability. Determination of responsibility shall be made by a hearing panel using the preponderance of the evidence standard (which means that it is more likely than not that the alleged misconduct occurred).

In all proceedings, including any related meetings, both the accused and accuser are entitled to the same opportunities to have others present including the right to be accompanied by an advisor of their choice, although Mt. SAC may establish rules on the participation by the advisor. Both the accused and accuser shall simultaneously be informed in writing of the outcome made by the hearing panel, of procedures for appealing the results of the outcome, of any change to the results that occurs prior to the time that they become final, and when such results become final. Disclosure of the outcome shall be made to both parties unconditionally, and each shall be free to share or not share the details with any third parties.

Personal Safety

Despite law enforcement's efforts, serious crimes do occur on campuses. It is important to report any suspicious activity to Mt. SAC Public Safety and always remain alert and vigilant.

Be more alert and aware of your surroundings to prevent such serious crimes and take these steps:

- Know your surroundings
- Be alert
- Call for help
- Report any suspicious people and/or activity, immediately

Defining Rape and Sexual Assault

In California, rape is defined as an act of sexual intercourse accomplished with a person not the spouse of the perpetrator, under any of the following circumstances:

(1) Where a person is incapable, because of a mental disorder or developmental or physical disability, of giving legal consent, and this is known or reasonably should be known to the person committing the act.

2) Where it is accomplished against a person's will by means of force, violence, duress, menace, or fear of immediate and unlawful bodily injury on the person or another.

(3) Where a person is prevented from resisting by any intoxicating or anesthetic substance, or any controlled substance, and this condition was known, or reasonably should have been known by the accused.

(4) Where a person is at the time unconscious of the nature of the act, and this is known to the accused. As used in this paragraph, "unconscious of the nature of the act" means incapable of resisting because the victim meets any one of the following conditions:

(A) Was unconscious or asleep.

(B) Was not aware, knowing, perceiving, or cognizant that the act occurred.

(C) Was not aware, knowing, perceiving, or cognizant of the essential characteristics of the act due to the perpetrator's fraud in fact.

(D) Was not aware, knowing, perceiving, or cognizant of the essential characteristics of the act due to the perpetrator's fraudulent representation that

the sexual penetration served a professional purpose when it served no professional purpose.

(5) Where a person submits under the belief that the person committing the act is someone known to the victim other than the accused, and this belief is induced by any artifice, pretense, or concealment practiced by the accused, with intent to induce the belief.

(6) Where the act is accomplished against the victim's will by threatening to retaliate in the future against the victim or any other person, and there is a reasonable possibility that the perpetrator will execute the threat. As used in this paragraph, "threatening to retaliate" means a threat to kidnap or falsely imprison, or to inflict extreme pain, serious bodily injury, or death.

(7) Where the act is accomplished against the victim's will by threatening to use the authority of a public official to incarcerate, arrest, or deport the victim or another, and the victim has a reasonable belief that the perpetrator is a public official. As used in this paragraph, "public official" means a person employed by a governmental agency who has the authority, as part of that position, to incarcerate, arrest, or deport another. The perpetrator does not actually have to be a public official.

(b) As used in this section, "duress" means a direct or implied threat of force, violence, danger, or retribution sufficient to coerce a reasonable person of ordinary susceptibilities to perform an act which otherwise would not have been performed, or acquiesce in an act to which one otherwise would not have submitted. The total circumstances, including the age of the victim, and his or her relationship to the defendant, are factors to consider in appraising the existence of duress.

(c) As used in this section, "menace" means any threat, declaration, or act which shows an intention to inflict an injury upon another.

While these definitions are clear, victims often have difficulty reporting a sexual assault for numerous reasons such as knowing the perpetrator, fear of retaliation, fear of parents knowing about the incident or fear of getting in trouble with law enforcement. Despite these concerns, it is vital to report such incidents in order to get help.

Should a sexual assault occur:

- Get to a safe place as soon as possible!
- Try to preserve all physical evidence – The victim should not bathe, shower, brush teeth, douche, use the toilet, or change clothing until s(he) has a medical exam. Contact a close friend or relative, if available, who can provide support and accompany the victim to the medical exam and/or Public Safety.
- Get medical attention as soon as possible – An exam may reveal the presence of physical injury of which the victim is unaware. Following a sexual assault, antibiotics are typically given at the time of the exam to help prevent the victim from acquiring certain sexually transmitted diseases. Emergency contraceptive pills are offered to all victims at the time of the exam (if the victim presents within 120 hours) to help prevent pregnancy from occurring as a result of the rape. If the victim reports memory loss, loss of consciousness or other circumstances suspicious for a drug-facilitated assault, a urine test may be done if the victim presents within 96 hours. Some of the commonly used “date rape” drugs, however, are only detectable in the urine for 6-8 hours after ingestion.
- Contact Public Safety. Sexual assault is a crime, it is vital to report it. It is important to remember that reporting a crime is not the same as prosecuting the crime. The decision to prosecute will be made at another time. Final decision to prosecute is determined by the District Attorney.
- Consider talking to a counselor – Seeing a counselor may be important in helping the victim understand his/her feelings and begin the process of recovery.

Our Commitment to Addressing Sexual Assault/Rape

Mt. SAC does not tolerate sexual misconduct or abuse, such as sexual assault, rape or any other forms of nonconsensual sexual activity. Sexual misconduct in any form violates the Student Code of Conduct, Mt. SAC Board Policy 3540, and may violate

Federal and State Laws. Violations of this policy are subject to disciplinary sanctions through the Office of Student Life. Mt. SAC provides the following rights to all sexual assault victims:

- Mt. SAC will provide all basic sexual assault related care for students who receive care at the Student Health Services.
- Support and guidance to victims is provided to enable them to receive advocacy, information, and assistance both judicially and academically.
- On campus counseling services are available to students through Student Health Services.

Mt. SAC Procedures for Responding to Reports of Sexual Assault

The victim of a sexual assault has the right to report the incident to Mt. SAC Public Safety or local authorities. Filing a report with Public Safety does not mean the victim must pursue criminal charges. The victim maintains his or her rights throughout the process. In addition to the campus services listed below, there are also several community service organizations that can provide counseling, mental health, and other related services to sexual assault victims.

- Project Sister Family Services (909) 626-4357 (24 hour rape hotline)
- National Sexual Assault Hotline (800) 656-HOPE
- Mt. SAC Student Health Services Building 67A (909) 274-4400

If a victim of a sexual assault or relationship violence incident requests a change in her or his or academic schedule, the Office of Student Life will assist the individual with making these changes, as long as they are reasonably available.

Mt. SAC Disciplinary Procedures in Sexual Assault Incidents

If you have been sexually assaulted, you have options for addressing such conduct. You may wish first to discuss the problem privately with a counselor or an adviser in the

Student Health Center. Mt. SAC Public Safety is always available to assist a victim with getting the support she/he requests.

Mt. SAC's student conduct process is designed to afford a complainant (the person who is bringing a charge) and a respondent (the person who is answering a charge) a fair, prompt, and appropriate resolution process. The process is designed to help persons who need support as they address these incidents.

The Office of Student Life manages the resolution proceeding in which a student is the alleged perpetrator. The full text of the protocol for how Mt. SAC responds to sexual assault complaints through the campus conduct process can be found at <http://www.mtsac.edu/studentlife/standardssofconduct.html>. The Human Resources Office is responsible for managing proceedings for those cases in which an employee is the respondent.

In determining whether the alleged conduct constitutes sexual harassment or assault, the full context in which the alleged incident occurred must be considered. In any case, both the accuser and the accused are entitled to the same opportunities to have others present during any disciplinary proceeding. Both the accuser and the accused will be informed of the outcome of any proceeding.

During any sexual assault complaint proceeding, Mt. SAC has a range of sanctions available. Those sanctions may range from probation to expulsion from Mt. SAC, depending upon the nature and circumstances of the specific incident.

Sexual Assault Prevention Education Programs

Student Health Services is primarily responsible for sexual assault education and awareness in collaboration with many offices at Mt. SAC. Together, these offices offer a

variety of programming focusing on sexual and gender violence. A Sexual Assault Self-Defense class is available through Student Health Services (909) 274-4400.

Prohibition of Retaliation

Mt. SAC does not condone retaliation either directly or indirectly by any member of our campus community and will deal swiftly with such violations of policy and federal laws that prohibit it.

Sex Offender Registration – Campus Sex Crimes Prevention Act

Information concerning sexually violent predators is available at the Megan's Law Website <http://www.meganslaw.ca.gov> .

Campus Security Policies, Crime Prevention, and Safety Awareness Programs

Mt. SAC has established policies and procedures to create a safe campus environment. These policies include:

Behavior and Wellness Team

The Behavior and Wellness Team manages a structured process for evaluating situations that pose a potential threat to the Mt. SAC campus. The multi-disciplinary team is comprised of a variety of members from around the Mt. SAC community. Additional information about the Behavior and Wellness Team can be found at <http://www.mtsac.edu/studentlife/referral/index.html>

Weapons Policy

The possession, carrying and use of weapons, ammunition, or explosives is prohibited on Mt. SAC owned or controlled property except for activities conducted under the direction of College officials or as authorized by an official law enforcement agency.

Board Policy 3530 <http://www.mtsac.edu/governance/trustees/apbp/BP3530.pdf>

VICTIMS' BILL OF RIGHTS

Marsy's Law significantly expands the rights of victims in California. Under Marsy's Law, the California Constitution article I, § 28, section (b) now provides victims with the following enumerated rights:

1. To be treated with fairness and respect for his or her privacy and dignity, and to be free from intimidation, harassment, and abuse, throughout the criminal or juvenile justice process.
2. To be reasonably protected from the defendant and persons acting on behalf of the defendant.
3. To have the safety of the victim and the victim's family considered in fixing the amount of bail and release conditions for the defendant.
4. To prevent the disclosure of confidential information or records to the defendant, the defendant's attorney, or any other person acting on behalf of the defendant, which could be used to locate or harass the victim or the victim's family or which disclose confidential communications made in the course of medical or counseling treatment, or which are otherwise privileged or confidential by law.
5. To refuse an interview, deposition, or discovery request by the defendant, the defendant's attorney, or any other person acting on behalf of the defendant, and to set reasonable conditions on the conduct of any such interview to which the victim consents.
6. To reasonable notice of and to reasonably confer with the prosecuting agency, upon request, regarding, the arrest of the defendant if known by the prosecutor, the charges filed, the determination whether to extradite the defendant, and, upon request, to be notified of and informed before any pretrial disposition of the case.
7. To reasonable notice of all public proceedings, including delinquency proceedings, upon request, at which the defendant and the prosecutor are entitled to be present and of all parole or other post-conviction release proceedings, and to be present at all such proceedings.

8. To be heard, upon request, at any proceeding, including any delinquency proceeding, involving a post-arrest release decision, plea, sentencing, post-conviction release decision, or any proceeding in which a right of the victim is at issue.
9. To a speedy trial and a prompt and final conclusion of the case and any related post-judgment proceedings.
10. To provide information to a probation department official conducting a pre-sentence investigation concerning the impact of the offense on the victim and the victim's family and any sentencing recommendations before the sentencing of the defendant.
11. To receive, upon request, the pre-sentence report when available to the defendant, except for those portions made confidential by law.
12. To be informed, upon request, of the conviction, sentence, place and time of incarceration, or other disposition of the defendant, the scheduled release date of the defendant, and the release of or the escape by the defendant from custody.
13. To restitution.
 - A. It is the unequivocal intention of the People of the State of California that all persons who suffer losses as a result of criminal activity shall have the right to seek and secure restitution from the persons convicted of the crimes causing the losses they suffer.
 - B. Restitution shall be ordered from the convicted wrongdoer in every case, regardless of the sentence or disposition imposed, in which a crime victim suffers a loss.
 - C. All monetary payments, monies, and property collected from any person who has been ordered to make restitution shall be first applied to pay the amounts ordered as restitution to the victim.
14. To the prompt return of property when no longer needed as evidence.
15. To be informed of all parole procedures, to participate in the parole process, to provide information to the parole authority to be considered before the

parole of the offender, and to be notified, upon request, of the parole or other release of the offender.

16. To have the safety of the victim, the victim's family, and the general public considered before any parole or other post-judgment release decision is made.

17. To be informed of the rights enumerated in paragraphs (1) through (16).

The Office of Student Life

From competitive athletic teams to engaging student clubs, the Mt. San Antonio College campus is full of activities that give our students the full college experience. Whether you want to get involved in student government, to look for information about our athletics programs, or simply to find out how to get around campus, you'll find it at <http://www.mtsac.edu/studentlife/>

The Student Code of Conduct

The College President/CEO shall establish procedures for the imposition of discipline on students in accordance with the requirements for due process of the Federal and State law and regulations. The procedures shall clearly define the conduct that is subject to discipline, and shall identify potential disciplinary actions, including but not limited to the removal, suspension, or expulsion of a student. The Board shall consider any recommendation from the College President/CEO for expulsion. The Board shall consider an expulsion recommendation in closed session unless the student requests that the matter be considered in a public meeting. Final action by the Board on the expulsion shall be taken at a public meeting. The procedures shall be made widely available to students through the College catalog and other means.

The following conduct shall constitute good cause for discipline, including but not limited to the removal, suspension or expulsion of a student.

1. Causing, attempting to cause, or threatening to cause physical injury to another person.

2. Possession, sale or otherwise furnishing any firearm, knife, explosive or other dangerous object, including but not limited to any facsimile firearm, knife or explosive, unless, in the case of possession of any object of this type, the student has obtained written permission to possess the item from a College employee, which is concurred in by the College President/CEO.
3. Unlawful possession, use, sale, offer to sell, or furnishing, or being under the influence of, any controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the California Health and Safety Code, an alcoholic beverage, or an intoxicant of any kind; or unlawful possession of, or offering, arranging or negotiating the sale of any drug paraphernalia, as defined in California Health and Safety Code Section 11014.5.
4. Committing or attempting to commit robbery or extortion.
5. Causing or attempting to cause damage to College property or to private property on campus.
6. Stealing or attempting to steal College property or private property on campus, or knowingly receiving stolen College property or private property on campus.
7. Willful or persistent smoking in any area where smoking has been prohibited by law or by regulation of the College.
8. Committing sexual harassment as defined by law or by College policies and procedures.
9. Engaging in harassing or discriminatory behavior based on disability, gender, gender identity, gender expression, marital status, nationality, race or ethnicity, religion, sexual orientation, or any other status protected by law.
10. Engaging in intimidating conduct or bullying against another student through words or actions.
11. Willful misconduct which results in injury or death to a student or to College personnel or which results in cutting, defacing, or other injury to any real or personal property owned by the College or on campus.
12. Disruptive behavior, willful disobedience, habitual profanity or vulgarity, or the open and persistent defiance of the authority of, or persistent abuse of, College personnel.
13. Cheating, plagiarism (including plagiarism in a student publication), or engaging in other academic dishonesty.
14. Dishonesty; forgery; alteration or misuse of College documents, records or identification; or knowingly furnishing false information to the College.
15. Unauthorized entry upon or use of College facilities.
16. Lewd, indecent or obscene conduct on College-owned or controlled property, or at College sponsored or supervised functions.
17. Engaging in expression which is obscene; libelous or slanderous; or which so incites students as to create a clear and present danger of the commission of

unlawful acts on College premises, or the violation of lawful College administrative procedures, or the substantial disruption of the orderly operation of the College.

18. Persistent, serious misconduct where other means of correction have failed to bring about proper conduct.
19. Unauthorized preparation, giving, selling, transfer, distribution, or publication, for any commercial purpose, of any contemporaneous recording of an academic presentation in a classroom or equivalent site of instruction, including but not limited to handwritten or typewritten class notes, except as permitted by any College policy or Administrative Procedure.
20. Harassment of students and/or College employees that creates an intimidating, hostile, or offensive environment.
21. Violation of College rules and regulations including those concerning affiliate clubs and organizations, the use of College facilities, the posting and distribution of written materials, and College safety procedures.

AP 5520 Student Discipline Procedures

References: Education Code Sections 66300, 72122, and 76030

The purpose of this procedure is to provide a prompt and equitable means to address violations of the Standards of Student Conduct, which guarantees to the student or students involved the due process rights guaranteed them by State and federal constitutional protections. This procedure will be used in a fair and equitable manner, and not for purposes of retaliation. It is not intended to substitute for criminal or civil proceedings that may be initiated by other agencies. These Administrative Procedures are specifically not intended to infringe in any way on the rights of students to engage in free expression as protected by the State and federal constitutions, and by Education Code Section 76120, and will not be used to punish expression that is protected.

Refer to AP 5520 for Definition of Terms

Hearing Procedures

Request for Hearing

Within seven (7) days after receipt of the College President's/CEO's or designee's decision regarding a long-term suspension or expulsion, the student may request a formal hearing. The request must be made in writing to the College President/CEO or designee.

Schedule of Hearing

The formal hearing shall be held within ten (10) days after a formal request for hearing is received.

Hearing Panel

The hearing panel for any disciplinary action shall be composed of one administrator, one faculty member, and one student. The College President/CEO or designee, the President of the Academic Senate, and the AS President shall each, at the beginning of the academic year, establish a list of at least five persons who will serve on student disciplinary hearing panels. The College President/CEO or designee shall appoint the hearing panel from the names on these lists. However, no administrator, faculty member or student who has any personal involvement in the matter to be decided, who is a necessary witness, or who could not otherwise act in a neutral manner shall serve on a hearing panel.

Hearing Panel Chair

The College President/CEO or designee shall appoint one member of the panel to serve as the chair. The decision of the hearing panel chair shall be final on all matters relating to the conduct of the hearing unless there is a vote by both other members of the panel to the contrary.

Conduct of the Hearing

The members of the hearing panel shall be provided with a copy of the accusation against the student and any written response provided by the student before the

hearing begins. The facts supporting the accusation shall be presented by a College representative who shall be the Director, Student Life. The College representative and the student may call witnesses and introduce oral and written testimony relevant to the issues of the matter. Formal rules of evidence shall not apply. Any relevant evidence shall be admitted. Unless the hearing panel determines to proceed otherwise, the College representative and the student shall each be permitted to make an opening statement. Thereafter, the College representative shall make the first presentation, followed by the student. The College representative may present rebuttal evidence after the student completes his or her evidence. The burden shall be on the College representative to prove by a preponderance of the evidence that the facts alleged are true. The student may represent himself or herself, and may also have the right to be represented by a person of his or her choice including an attorney if in the judgment of the hearing panel, complex legal issues are involved. If the student wishes to be represented by an attorney, a request must be presented not less than five days prior to the date of the hearing. If the student is permitted to be represented by an attorney, the College representative may request legal assistance. The hearing panel may also request legal assistance; any legal advisor provided to the panel may sit with it in an advisory capacity to provide legal counsel but shall not be a member of the panel nor vote with it. Hearings shall be closed and confidential unless the student requests that it be open to the public. Any such request must be made no less than five (5) days prior to the date of the hearing. In a closed hearing, witnesses shall not be present at the hearing when not testifying, unless all parties and the panel agree to the contrary. The hearing shall be recorded by the College either by tape recording or stenographic recording, and shall be the only recording made. No witness who refuses to be recorded may be permitted to give testimony. In the event the recording is by tape recording, the hearing panel chair shall, at the beginning of the hearing, ask each person present to identify themselves by name, and thereafter shall ask witnesses to identify themselves by name. Tape

recording shall remain in the custody of the College at all times, unless released to a professional transcribing service. The student may request a copy of the tape recording. All testimony shall be taken under oath; the oath shall be administered by the hearing panel chair. Written statements of witnesses under penalty of perjury shall not be used unless the witness is unavailable to testify. A witness who refuses to be tape recorded is not unavailable. Within ten (10) days following the close of the hearing, the hearing panel shall prepare and send to the College President/CEO a written decision. The decision shall include specific factual findings regarding the accusation, and shall include specific conclusions regarding whether any specific section of the Standards of Student Conduct were violated. The decision shall also include a specific recommendation regarding the disciplinary action to be imposed, if any. The decision shall be based only on the record of the hearing, and not on matter outside of that record. The record consists of the original accusation, the written response, if any, of the student, and the oral and written evidence produced at the hearing.

College President's Decision

Long-term suspension

Within ten (10) days following receipt of the hearing panel's recommended decision, the College President/CEO or designee shall render a final written decision. The College President/CEO or designee may accept, modify or reject the findings, decisions and recommendations of the hearing panel. If the College President/CEO or designee modifies or rejects the hearing panel's decision, the College President/CEO or designee shall review the record of the hearing, and shall prepare a new written decision which contains specific factual findings and conclusions. The decision of the College President/CEO or designee shall be final.

Expulsion

Within ten (10) days following receipt of the hearing panel's recommended decision, the College President/CEO or designee shall render a written recommended decision to the

Board of Trustees. The College President/CEO or designee may accept, modify or reject the findings, decisions and recommendations of the hearing panel. If the College President/CEO or designee modifies or rejects the hearing panel's decision, he or she shall review the record of the hearing, and shall prepare a new written decision which contains specific factual findings and conclusions. The College President's/CEO's or designee's decision shall be forwarded to the Board of Trustees.

Board of Trustees' Decision

The Board of Trustees shall consider any recommendation from the College President/CEO for expulsion at the next regularly scheduled meeting of the Board after receipt of the recommended decision. The Board of Trustees shall consider an expulsion recommendation in closed session, unless the student has requested that the matter be considered in a public meeting in accordance with these procedures. (Education Code Section 72122) The student shall be notified in writing, by registered or certified mail or by personal service, at least three days prior to the meeting, of the date, time, and place of the Board's meeting. The student may, within 48 hours after receipt of the notice, request that the hearing be held as a public meeting. Even if a student has requested that the Board of Trustees consider an expulsion recommendation in a public meeting, the Board of Trustees will hold any discussion that might be in conflict with the right to privacy of any student other than the student requesting the public meeting in closed session. The Board of Trustees may accept, modify or reject the findings, decisions and recommendations of the College President/CEO and/or the hearing panel. If the Board of Trustees modifies or rejects the decision, the Board of Trustees shall review the record of the hearing, and shall prepare a new written decision which contains specific factual findings and conclusions. The decision of the Board of Trustees shall be final. The final action of the Board of Trustees on the expulsion shall be taken at a public meeting, and the result of the action shall be a public record of the College.

Immediate Interim Suspension

The College President/CEO may order immediate suspension of a student where he or she concludes that immediate suspension is required to protect lives or property and to ensure the maintenance of order. In cases where an interim suspension has been ordered, the time limits contained in these procedures shall not apply, and all hearing rights, including the right to a formal hearing where a long-term suspension or expulsion is recommended, will be afforded to the student within ten days.

Removal from Class

Any instructor may order a student removed from his or her class for the day of the removal and the next class meeting. The instructor shall immediately report the removal to the College President/CEO and the Director of Student Life. The Director of Student Life shall arrange for a conference between the student and the instructor regarding the removal. If the instructor or the student requests, the Director of Student Life shall attend the conference. The student shall not be returned to the class during the period of the removal without the concurrence of the instructor.

Nothing herein will prevent the Director of Student Life from recommending further disciplinary procedures in accordance with these procedures based on the facts which led to the removal.

Withdrawal of Consent to Remain on Campus

The Director of Student Life may notify any person for whom there is a reasonable belief that the person has willfully disrupted the orderly operation of the campus that consent to remain on campus has been withdrawn. If the person is on campus at the time, he or she must promptly leave or be escorted off campus. If consent is withdrawn by the Director of Student Life a written report must be promptly made to the College President/CEO. The person from whom consent has been withdrawn may submit a written request for a hearing on the withdrawal within the period of the withdrawal. The request shall be granted not later than seven days from the date of receipt of the

request. The hearing will be conducted in accordance with the provisions of this procedure relating to interim suspensions. In no case shall consent be withdrawn for longer than five (5) days from the date upon which consent was initially withdrawn. Any person as to whom consent to remain on campus has been withdrawn who knowingly reenters the campus during the period in which consent has been withdrawn, except to come for a meeting or hearing, is subject to arrest. (Penal Code Section 626.4). Any times specified in these procedures may be shortened or lengthened if there is mutual concurrence by all parties.

Parental Notification Policy

Mt. SAC reserves the right to report student discipline information to the parents or legal guardians of students. Federal legislation authorizes Mt. SAC to disclose disciplinary records concerning violations of the rules and regulations governing the use or possession of alcohol or controlled substances that involve students who are under the age of 21 regardless of whether the student is a dependent.

Missing Student Notification Policy

The Clery Act requires institutions that maintain on campus housing facilities to establish a missing student notification policy and related procedures (20 USC 1092 (j) Section 488 of the Higher Education Opportunity Act of 2008). Mt. SAC does not maintain on campus housing facilities but will cooperate with any law enforcement agency actively investigating the report of a missing Mt. SAC student.

Daily Crime Log

Mt. SAC Public Safety maintains a Daily Crime Log of all reported crimes. Mt. SAC Public Safety publishes the Daily Crime Log, Monday – Friday, when the Mt. SAC Public Safety office is opened. The log is available 24 hours per day to members of

public. This log identifies the type, location, and time of each criminal incident reported to Mt. SAC Public Safety.

The Daily Crime Log is available in the Public Safety lobby in Building 23. Upon request a copy of any maintained Daily Crime will be made available for viewing, within 48 hours of notice.

Crime Prevention and Safety Awareness Programs

In an effort to promote safety awareness, Mt. SAC Public Safety maintains a strong working relationship with the community. This relationship includes offering a variety of safety and security programs and services and crime prevention programming. If you or your organization would like to request a specific program, please contact Public Safety at 909 274-4555. Below are some of the programs and services available:

Programs Offered

- Stop the Silence...End the Violence, October 1, 2015
- Step Up – Bystander Intervention
- Welcome to the Party” – A Sexual Assault Prevention Education Presentation
- Preventing Sexual Violence April 5, 2015
- Step Up – Bystander Intervention April 6, 2015
- Sexual Assault: Self Defense Class
- Active Shooter Training, August 13 2015
- Active Shooter Training, August 21, 2015
- Active Shooter Training, September 29, 2015
- Active Shooter Training, October 8, 2015
- Active Shooter Training, October 21, 2015
- Active Shooter Training, October 22, 2015
- Active Shooter Training, October 27, 2015
- Active Shooter Training, November 5, 2015
- Active Shooter Training, November 9, 2015
- Active Shooter Training, November 13, 2015
- Active Shooter Training, November 17, 2015
- Active Shooter Training, November 20, 2015
- Active Shooter Training, December 1, 2015

- Active Shooter Training, December 4, 2015
- Active Shooter Training, December 14, 2015

POLICIES GOVERNING ALCOHOL AND OTHER DRUGS

Federal law requires Mt. SAC to notify annually all faculty, staff, and students of the following:

Mt. SAC prohibits the unlawful possession, use, manufacture or distribution of alcohol or controlled substances by students, faculty, staff, and guests in buildings, facilities, grounds or property controlled by Mt. SAC or used as part of campus activities.

BP 3550 Drug-Free Environment and Drug Prevention Program

References: Drug-Free Schools and Communities Act, 20 U.S.C. Section 1145g and 34 C.F.R. Section 86.1 et seq.; Drug-Free Workplace Act of 1988, 41 U.S.C. Section 702, California Health and Safety Code, Section 11350, 11362.79; Board Policies 7360, 7365, 3560, 5500, and 5520.

The unlawful manufacture, distribution, dispensing, possession, or use of illicit drugs (including medical marijuana) on College property, in any facility operated by the College, during College-sponsored field trips, activities, or workshops, and in any College-owned vehicle is prohibited. The use of alcoholic beverages is limited to certain approved events and locations covered by Mt. San Antonio College Board Policy 3560 and Administrative Procedure 3560. Mt. San Antonio College students must, as a condition of enrollment, abide by the terms of the Standards of Conduct (Board Policy 5500), which includes restrictions on controlled substances, alcoholic beverages, and other intoxicants. Violation of the Standards of Conduct may result in disciplinary action up to and including suspension or expulsion from Mt. San Antonio College and referral for prosecution where laws have been broken. Students that need assistance

dealing with drug and alcohol issues are encouraged to utilize the resources available at the Student Health Center and Student Life Center.

The College President/CEO shall assure that the College annually distributes to each student the information required by the Drug-Free Schools and Communities Act Amendments of 1989 and complies with other requirements of the Act

Areas Open to the Public

Mt. SAC prohibits the possession and use of alcoholic beverages in areas open to the public including areas of buildings open to the public. However, the use of alcoholic beverages may be permitted at Mt. SAC sponsored activities in areas designated by, and with the prior approval of the executive officer responsible for the area requested.

Private or Closed Areas

The possession and use of alcoholic beverages are prohibited in conference rooms, offices, office reception rooms, closed buildings, and areas of buildings not open to the public or from which the public has been excluded, except: the use of alcoholic beverages may be permitted in specific private or closed areas designated by, and with the prior approval of, the appropriate person responsible for the area of request.

Policies Specific to Students

Any student who violates Board Policy 3550 is subject to disciplinary action including sanctions as outlined in the Student Code of Conduct in addition to any penalties resulting from violating local, state and or federal law. Disciplinary sanctions may include: Students who are found responsible for violations may be subject to sanctions ranging from Disciplinary Warning, Disciplinary Probation, up to Suspension or Expulsion from Mt. SAC.

Illegal Drugs and Substances

It is a violation of state law and Mt. SAC policy to illegally possess, use, distribute, manufacture, sell or be under the influence of other drugs. Students who violate this policy will be referred to the office of Student Life.

Policies Specific to Faculty and Staff

As a condition of Mt. SAC employment, every employee shall abide by the terms of Board Policy 3550. Any employee who violates this policy is subject to Mt. SAC sanctions, including dismissal, as well as criminal sanctions provided by federal, state or local law. An employee may be required to participate in a drug abuse or drug rehabilitation program.

Underage Drinking

It is illegal for anyone under 21 years of age to attempt to purchase, purchase, consume, possess, or knowingly and intentionally transport any liquor, malt or brewed beverage. It is also illegal to lie about age to obtain alcohol and to carry a false identification card.

Any person under 21 years of age who has any alcoholic beverage in his or her possession on any street or highway or in any public place or in any place open to the public is guilty of a misdemeanor and shall be punished by a fine of two hundred fifty dollars (\$250) or the person shall be required to perform not less than 24 hours or more than 32 hours of community service during hours when the person is not employed or is not attending school.

Mt. SAC has a zero tolerance policy associated with students under the age of 21 consuming alcoholic beverages. Not only is this against the law, it also violates the student code of conduct.

Carrying False I.D.

It is illegal for anyone under 21 to possess an identification card falsely identifying that person as being 21 or older to attempt to obtain an alcoholic beverage by using the identification card of another or by using an identification card that has not been lawfully issued to or in the name of the person who possesses the card.

Public Drunkenness

According to California Penal Code Section 647(f), it is illegal to be in any public place under the influence of alcohol or drugs in such a condition that you are unable to exercise care for your own safety or the safety of others, or to interfere with, obstruct or prevent the free use of any street, sidewalk, or other public way.

Possession of Marijuana

Federal law requires notification of all faculty, staff, and students of certain information pertaining to the unlawful possession, use, or distribution of illicit drugs and alcohol on its property or as part of its activities. The information included in this report complies with the Drug-Free Schools and Campuses Regulations' notification requirements. The Federal government has mandated that as of October 1, 1990, there will be no drug usage by students, staff, or faculty on college campuses anywhere in the United States.

Possession of Drug Paraphernalia

It is unlawful to possess, with the intent to use, drug paraphernalia which is used for packaging, manufacturing, injecting, ingesting, inhaling or otherwise introducing into the human body a controlled substance.

Synthetic Marijuana

Synthetic marijuana as an illegal substance. Individuals found responsible for manufacturing, possessing, or distributing synthetic marijuana face criminal penalties. Mt. SAC students engaging in these activities will also be held responsible under the Mt. SAC illegal substances policy.

Annual Disclosure of Crime Statistics

Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act requires colleges and universities across the United States to disclose information about crime on and around their campuses. Mt. SAC Public Safety maintains a close relationship with The Los Angeles County Sheriff's Department to ensure that crimes reported directly to them that involve Mt. SAC are brought to the attention of Mt. SAC Public Safety.

Mt. SAC Public Safety collects crime statistics through a number of methods. Public Safety dispatchers and officers enter all reports of crime incidents made directly to the department through a computer aided-dispatch and records management system. After an officer enters the report in the system, a department administrator reviews the report to ensure it is appropriately classified in the correct crime category. In addition to the crime data that Mt. SAC Public Safety maintains, the statistics below also include crimes that are reported to various campus security authorities, as defined in this report. The statistics reported here generally reflect the number of criminal incidents reported to the various authorities. The statistics reported for the sub categories on liquor laws, drug laws, and weapons offenses represented the number of people arrested or referred to campus judicial authorities for respective violations, not the number of offenses documented.

Definitions of Reportable Crimes

Murder – Murder is the unlawful killing of a human being, or a fetus, with malice aforethought.

Manslaughter – Manslaughter is the unlawful killing of a human being without malice.

Forcible sex offenses – is defined as any sexual act directed against another person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent. Including: forcible rape, forcible sodomy, sexual assault with an object, forcible fondling.

Non forcible sex offense – unlawful, non-forcible sexual intercourse, including, incest and statutory rape.

Robbery – Robbery is the felonious taking of personal property in the possession of another, from his person or immediate presence, and against his will, accomplished by means of force or fear.

Aggravated Assault – Any person who commits an assault upon the person of another with a deadly weapon or instrument other than a firearm.

Burglary – Every person who enters any building with intent to commit grand theft, petty theft or any other felony.

Motor Vehicle Theft – is the theft of a motor vehicle.

Arson – willfully and maliciously sets fire to or burns or causes to be burned or who aids, counsels, or procures the burning of, any structure, forest land, or property.

Hate Crimes – A criminal act committed, in whole or in part, because of one or more of the following actual or perceived characteristics of the victim:

1. Disability
2. Gender
3. Nationality
4. Race or ethnicity
5. Religion
6. Sexual orientation

7. Association with a person or group with one or more of these actual or perceived characteristics

Theft—Feloniously take the property of another.

Simple Assault—An unlawful attempt, coupled with a present ability, to commit a violent injury on the person of another.

Intimidation—to unlawfully place another person in reasonable fear of bodily harm through the use of threatening words and/or other conduct but without displaying a weapon or subjecting the victim to actual physical attack.

Vandalism—Deface with graffiti or other inscribed material, damage, or destroy any real or personal property not his or her own.

Categories of Prejudice:

Race – A preformed negative attitude toward a group of persons who possess common physical characteristics genetically transmitted by descent and heredity which distinguish them as a distinct division of humankind.

Gender – A preformed negative opinion or attitude toward a group of persons because those persons are male or female.

Gender Identity – A preformed negative opinion or attitude toward a group of persons because of the gender identity by those persons.

Religion – A preformed negative opinion or attitude toward a group of persons who share the same religious beliefs regarding the origin and purpose of the universe and the existence or nonexistence of a supreme being.

Sexual Orientation – A preformed negative opinion or attitude toward a group of persons based on their sexual attraction toward, and responsiveness to, members of their own sex or members of the opposite sex.

Ethnicity/national origin – A preformed negative opinion or attitude toward a group of persons of the same race or national origin who share common or similar traits, languages, customs and traditions.

National Origin- A preformed negative opinion about a group of persons based upon them being from a particular country or part of the world.

Disability – A preformed negative opinion or attitude toward a group of persons based on their physical or mental impairments/ challenges, whether such disability is temporary or permanent, congenital or acquired by heredity, accident, injury, advanced age or illness.

Clery Crime Statistics

Offense	Year	On Campus	Public Property	Unfounded
Criminal Homicide				
<i>Murder and Non-negligent Manslaughter</i>	2013	0	0	NR
	2014	0	0	0
	2015	0	0	0
<i>Negligent Manslaughter</i>	2013	0	0	NR
	2014	0	0	0
	2015	0	0	0
Sex Offenses				
<i>Forcible Sex Offenses</i>				
	2013	2	0	NR
<i>Non-Forcible Sex Offenses</i>				NR
	2013	0	0	NR
New Sex Offense Reporting Categories as of October 20, 2014				
<i>Rape</i>	2014	1	0	0
<i>Fondling</i>	2014	0	0	0
<i>Incest</i>	2014	0	0	0
<i>Statutory Rape</i>	2014	0	0	0
<i>Rape</i>	2015	0	0	0
<i>Fondling</i>	2015	2	0	0
<i>Incest</i>	2015	0	0	0
<i>Statutory Rape</i>	2015	0	0	0

	Year	On Campus	Public Property	Unfounded
Robbery	2013	0	0	NR
	2014	0	0	0
	2015	1	0	0
Aggravated Assault	2013	2	0	NR
	2014	1	0	0
	2015	1	0	0
Burglary	2013	14	0	NR
	2014	12	0	0
	2015	10	0	0
Motor Vehicle Theft	2013	12	0	NR
	2014	5	0	0
	2015	4	0	0
Arson	2013	1	0	NR
	2014	0	0	0
	2015	0	0	0
Additional Offenses				
Dating Violence	2013	NR		NR
	2014	0	0	0
	2015	0	0	0
Domestic Violence	2013	NR		NR
	2014	2	0	0
	2015	0	0	0
Stalking	2013	NR		NR
	2014	0	0	0
	2015	1	0	0

NR Means the statistic was not required by the Clery Act in a particular year

Other Offenses		On Campus	Noncampus Building or Property	Public Property
<i>Liquor Law Violations</i>	2013	0	0	0
	2014	0	0	0
	2015	0	0	0
<i>Drug Abuse Violations</i>	2013	1	0	0
	2014	3	0	0
	2015	0	0	0
<i>Illegal Weapons Possession</i>	2013	1	0	0
	2014	0	0	0
	2015	0	0	0

Other Offenses		Arrest			
		On Campus	Noncampus Building or Property	Public Property	
<i>Liquor Law Violations</i>	2013	0	0	0	
	2014	0	0	0	
	2015	0	0	0	
<i>Drug Abuse Violations</i>	2013	1	0	0	
	2014	3	0	0	
	2015	0	0	0	
<i>Illegal Weapons Possession</i>	2013	1	0	0	
	2014	0	0	0	
	2015	0	0	0	
Other Offenses		Referred for Disciplinary Action			
		On Campus	Noncampus Building or Property	Public Property	
<i>Liquor Law Violations</i>	2013	2	0	0	
	2014	0	0	0	
	2015	0	0	0	
<i>Drug Abuse Violations</i>	2013	3	0	0	
	2014	13	0	0	
	2015	1	0	0	
<i>Illegal Weapons Possession</i>	2013	1	0	0	
	2014	0	0	0	
	2015	1	0	0	

Occurrences of Hate Crimes									
Category of Bias for Crimes Reported in 2015									
Criminal Offense	2015 Total	Race	Religion	Sexual Orientation	Gender	Gender Identity	Disability	Ethnicity	National Origin
Murder/ Manslaughter	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0	0	0	0
Larceny-theft	0	0	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0	0	0
Vandalism	1	0	0	1	0	0	0	0	0

Occurrences of Hate Crimes									
Category of Bias for Crimes Reported in 2014									
Criminal Offense	2014 Total	Race	Religion	Sexual Orientation	Gender	Gender Identity	Disability	Ethnicity	National Origin
Murder/ Manslaughter	0	0	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0	0	0	0
Larceny-theft	0	0	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0	0	0
Vandalism	0	0	0	0	0	0	0	0	0

**Occurrences of Hate Crimes
Category of Bias for Crimes Reported in 2013**

Criminal Offense	2013 Total	Race	Religion	Sexual Orientation	Gender	Gender Identity	Disability	Ethnicity/National Origin
Murder/ Manslaughter	0	0	0	0	0	0	0	0
Sex Offenses- Forcible	0	0	0	0	0	0	0	0
Sex Offenses- Non- forcible	0	0	0	0	0	0	0	0
•Incest	0	0	0	0	0	0	0	0
•Statutory Rape	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0	0	0
Larceny-theft	0	0	0	0	0	0	0	0
Intimidation	0	0	0	0	0	0	0	0
Vandalism	0	0	0	0	0	0	0	0

MAP



Risk Management Directory

Mt. SAC has adopted and developed numerous Guidelines to help promote a safe living and work environment. These policies, guidelines and other safety information can be accessed on the Internet at <http://www.mtsac.edu/risk/pdf/emergency-response.pdf>.

Duetta Langevin

Interim Director, Safety & Risk Management
dlangevin@mtsac.edu
909.274.5508

Doris Torres

Risk Management Specialist
dtorres106@mtsac.edu
909.274.5501

Yadira Santiago

Secretary
ysantiago2@mtsac.edu
909.274.5504

CRIME PREVENTION TIPS

Theft

Petty theft is the most common criminal offense at Mt. SAC. Oftentimes, students are too trusting of their peers and leave items of value unattended. Don't leave valuables lying around unsecured, particularly wallets, phones, and computers. Follow these tips and take action so you do not become a victim of theft:

- Do not keep large amounts of money with you.
- Keep all valuables, money, and jewelry, with you.
- Don't leave laptop computers or textbooks unattended in labs or libraries, even for a short period of time
- Don't lend credit cards or identification cards to anyone
- Report suspicious persons to Public Safety immediately

Identity Theft

Be very careful when using your Social Security number, bank account number, date of birth, or credit card information. If anyone ever pressures you to divulge private information, contact Public Safety.

Attachment 1 DRUG AND ALCOHOL ABUSE PREVENTION

Mt. San Antonio College Alcohol and Other Drugs Prevention Program

The Drug-Free Schools and Campuses Regulations (EDGAR Part 86) require that all Institutions of Higher Education (IHE), who receive any form of federal funding, adopt and implement a program to prevent the unlawful possession, use, or distribution of illicit drugs and alcohol by students and employees. The Mt. San Antonio College Alcohol and Other Drugs Prevention Program was developed, implemented and adopted in August 22, 1990 by the Board of Trustees to comply with the federal law. This Program includes annual notification of the following: Mt. San Antonio Board Policies 3550, 3560, 7360, 7365, the Mt. San Antonio College Student Standard of Conduct, a description of sanctions for violating federal, state, local law and campus policy, a description of health risks associated with AOD use, a description of treatment options, and a biennial review of this program's effectiveness and the consistency of the enforcement sanctions.

Mt. San Antonio College Board Policies:

Mt. San Antonio College Board Policy 3550 prohibits the possession, use, or distribution of illicit drugs and alcohol on College property, during any College-sponsored field trips, activities or workshops, by students and employees. Mt. San Antonio College will impose disciplinary sanctions on students and employees, consistent with local, State and Federal law. The description of those sanctions, up to and including expulsion or termination of employment and referral for prosecution, for violations of the standards of conduct is discussed in Board Policy 3550.

<http://zeus.mtsac.edu/governance/trustees/apbp/BP%203550%20-%20Drug-Free%20Environment%20and%20Drug%20Prevention%20Program.pdf>

Mt. San Antonio College Board Policy 3560, Alcohol Beverages, authorized procedures as appropriate and permitted by law regarding serving alcoholic beverages on campus or at fund-raising events held to benefit non-profit corporations.

<http://zeus.mtsac.edu/governance/trustees/apbp/BP%203560%20-%20Alcoholic%20Beverages.pdf>

Mt. San Antonio College Board Policy 7360, Discipline and Dismissals – Academic, addresses the basis upon which academic employees might be disciplined as a result of the failure to comply with the District's AOD policy.

<http://zeus.mtsac.edu/governance/trustees/apbp/BP%207360%20-%20Discipline%20and%20Dismissals%20-%20Academic%20Employees.pdf>

Mt. San Antonio College Board Policy 7365, Discipline and Dismissals – Classified, addresses the basis upon which classified, confidential, supervisory and management employees might be disciplined as a result of the failure to comply with the District's AOD policy. <http://zeus.mtsac.edu/governance/trustees/apbp/BP%207365%20-%20Discipline%20and%20Dismissals%20-%20Classified%20Employees.pdf>

Mt. San Antonio College Student Standards of Conduct:

Mt. San Antonio College updates and publishes the Student Standards of Conduct annually in the Student Handbook. The unlawful possession, use, sale, offer to sell, or furnishing, or being under the influence of, any controlled substance listed in Chapter 2, section 11053, division 10 of the California Health and Safety Code, an alcoholic beverage, or an intoxicant of any kind; or unlawful possession of, or offering, arranging or negotiating the sale of any drug paraphernalia (California Health and Safety Code Section 11014.5) shall constitute good cause to discipline, including but not limited to removal, suspension or expulsion.

<http://www.mtsac.edu/studentlife/standardsconduct.html>

Students

Students are made aware of College policies, procedures, standards of conduct, resources, preventive programs, etc., through a variety of methods. These include:

- a. College website;
- b. College catalog <http://catalog.mtsac.edu/college-policies-notice/>;
- c. Student Handbook, which is distributed during orientation and at key campus locations;
- d. Anti-drug symbol prominently visible on all college parking permits;
- e. Annual security report.

Employees

All employees are given a copy of Board Policy 3550 and the **District Policy on Drug Free Environment** during their hiring process. Employees acknowledge receipt of these policies stating they have received an explanation. They also acknowledge the rules and regulations of this policy and have a reasonable understanding of the policy.

Employees are made aware of College policies, procedures, resources, preventive programs, etc., through a variety of methods. These include:

- a. College website;
- b. Student Health Website;
- c. Anti-drug symbol prominently visible on all college parking permits;
- d. Annual security report.

Mt. San Antonio College Alcohol and Other Drugs Prevention Programs:

Mt. San Antonio Student Health Center offers alcohol and other drug outreach programs each semester. These programs include:

- **“Alcohol & You” Awareness Booth:** The Mt. SAC Peer Health Educators set-up a booth several times a semester to conduct activities that demonstrate the physical effects of alcohol. The students wear “Alcohol Impairment *Stimulation Goggles*”, which alter vision, perception and balance. This provides the participant a realistic simulation of intoxication. While wearing the goggles, the students attempt to walk a line and stack cups in the shape of a pyramid. This is a very popular alcohol awareness outreach with around 150 students participating.
- **Buzz Fest: So You Live to See Tomorrow:** A multi-disciplinary event, the Student Health Services Health Educators, Registered Nurses and Mental Health Counselors set-up numerous booths related to alcohol awareness. Students participate in different activities at each booth to receive a freebie. Our goal is to create a fun, hands-on learning experience that provides young people with the knowledge and skills they need to make responsible decisions about alcohol use.
- **Welcome to the Party:** A sexual violence interactive awareness and prevention presentation utilizing a PowerPoint discussion and a video that addresses sexual violence and partying smarter/safer. The Mt. SAC Professors invite Student Health Services to present this two-part presentation (90 minutes each) on this topic. For a current list of Student Health outreach educations, please go to <http://www.mtsac.edu/healthcenter/events/index.html>

COMMONLY USED AND ABUSED SUBSTANCES:

Commonly used and abused drugs include alcohol, marijuana, cocaine, amphetamines, methamphetamine (crystal meth), prescription drugs such as Vicodin, and anabolic steroids (used to build muscle). While some of these substances are legal, they all may result in addiction, serious health problems, death, financial and legal challenges, and negative social implications.

Common Side Effects

Controlled Substances – Uses and Effects										
DRUGS CSA SCHEDULES	TRADE OR OTHER NAMES	MEDICAL USES	DEPENDENCE Physical Psychological		TOLER- ANCE	DURATION (Hours)	USUAL METHODS OF ADMINIS- TRATION	POSSIBLE EFFECTS	EFFECTS OF OVERDOSE	WITHDRAWAL SYNDROME
NARCOTICS										
Opium II III V	Dover's Powder, Paregoric, Parepectolin	Analgesic, Antidiarrheal	High	High	Yes	3-6	Oral, smoked	Euphoria, drowsiness, respiratory depression, constricted pupils, nausea	Slow and shallow breathing, clammy skin, convulsions, coma, possible death	Watery eyes, runny nose, yawning, loss of appetite, irritability, tremors, panic, cramps, nausea, chills, and sweating
Morphine II III	Morphine, MS-Contin, Roxanol, Roxanol-SR	Analgesic, Antitussive	High	High	Yes	3-6	Oral, smoked, injected			
Codeine	Tylenol w/Codeine, Empirin w/Codeine, Robitussin A-C, Fiorinal w/Codeine	Analgesic, Antitussive	Moderate	Moderate	Yes	3-6	Oral, injected			
Heroin I	Diacetylmorphine, Horse, Smack	None	High	High	Yes	3-6	Injected, sniffed, smoked			
Hydromorphone II	Dilaudid	Analgesic	High	High	Yes	3-6	Oral, injected			
Meperidine (Pethidine) II	Demerol, Mepergan	Analgesic	High	High	Yes	3-6	Oral, injected			
Methadone II	Dolophine, Methadone, Methadose	Analgesic	High	High-Low	Yes	12-24	Oral, injected			
Other Narcotics I II III IV V	Numorphan, Percodan, Percocet, Tylox, Tussionex, Fentanyl, Darvon, Lomotil, Talwin	Analgesic, antidiarrheal, antitussive	High-Low	High-Low	Yes	Variable	Oral, injected			
DEPRESSANTS										
Chloral Hydrate IV	Noctec	Hypnotic	Moderate	Moderate	Yes	5-8	Oral	Slurred speech, disorientation, drunken behavior without odor of alcohol	Shallow respiration, clammy skin, dilated pupils, weak and rapid pulse, coma, possible death	Anxiety, insomnia, tremors, delirium, convulsions, possible death
Barbiturates II III IV	Amytal, Butisol, Florinal, Lotusetate, Nembutal, Seconal, Tuinal, Phenobarbital	Anesthetic, anticonvulsant, sedative, hypnotic, veterinary euthanasic	High- Mod.	High- Mod.	Yes	1-16	Oral			
Benzodiazepines IV	Ativan, Dalmane, Dlazepam, Librium, Xanax, Serax, Valium, Tranxexe, Verstran, Versed, Halcion, Paxipam, Restoril	Antianxiety, anticonvulsant, sedative, hypnotic	Low	Low	Yes	4-8	Oral			

Methaqualone I	Quaalude	Sedative, hypnotic	High	High	Yes	4-8	Oral			
Glutethimide III	Doriden	Sedative, hypnotic	High	Moderate	Yes	4-8	Oral			
Other Depressants III IV	Equanil, Miltown, Noludar, Placidyl, Valmid	Antianxiety, sedative, hypnotic	Moderate	Moderate	Yes	4-8	Oral			

Common Side Effects of Alcohol, Marijuana, Methamphetamines and Steroids

Substance	Possible Effects	Effects of Overdose	Dependence
Alcohol-determined by the amount consumed	Euphoria, excitement, confusion	Stupor, coma, death	Low to moderate Alcohol withdrawal syndrome is potentially life threatening, seizures, irregular heartbeat, coma
Marijuana	Impaired short-term memory and concentration, distorted perception and judgment, diminished motor skills. Marijuana smoke irritates the lungs, and frequent marijuana smokers can have the same breathing problems that tobacco smokers have	Accelerated heart rate and increased blood pressure, apathy	Low to Moderate Marijuana affects brain development. When marijuana users begin using as teenagers, the drug may reduce thinking, memory, and learning functions and affect how the brain builds connections between the areas necessary for these Functions.
Methamphetamine	Wakefulness, increased physical activity, decreased appetite, increased respiration, rapid heart rate, irregular heartbeat, increased blood pressure, and increased body temperature.	Delusions, hallucinations, psychosis, heart arrhythmias	Moderate Psychological and physical dependence. Long-term may experience anxiety, confusion, insomnia, and mood disturbances, hallucinations and display violent behavior.
Steroids	Cancers of various types including liver, brain and prostate, increase blood pressure, testicular shrinking, decreased sperm count, and infertility.	Dramatic mood swings, depression, paranoia, increased irritability and aggression.	Low to moderate Withdrawal symptoms when stopping steroids, such as mood swings, fatigue, restlessness, loss of appetite, insomnia, reduced sex drive, and steroid cravings. The most dangerous of the withdrawal symptoms is depression, because it sometimes leads to suicide attempts.
Cocaine	Accelerated heart rate and increased blood pressure, dilated pupils, nasal damage requiring medical and surgical intervention.	Seizures and strokes	Moderate Psychological and physical dependence

Penalties of Illegal Alcohol and Other Drug Abuse:

California Uniform Controlled Substance Act

AOD California Schedules under the California Uniform Controlled Substances Act	<u>SPECIFICS</u>	<u>SENTENCES</u>
Alcohol	Driving a motor vehicle while intoxicated is a misdemeanor	Up to one year in jail. Will include fines. Subsequent offenses may be charged as a felony under certain circumstances.
Cannabis Schedule 1	2011, SB 1449 possession of under one ounce of cannabis and misdemeanor to a civil infraction. 2003 Marijuana Program Act, 2004, SB 420 - Medicinal Marijuana patients may possess 8 ounces of dried Marijuana and 6 mature plants	
Heroin and other Opiates Schedule 1 <ul style="list-style-type: none"> • Raw Opium • Opium Poppy and Straw • Morphine • Oxycodone • Hydrocodone Schedule 2 • Codeine Schedule 2 	Heroin is illegal to possess under California Health and Safety Code 11350	Possession can be prosecuted as a misdemeanor or felony with up to 3 years in prison. California Health and Safety Code 11351. Possession for sale is 2,3,4 years in state prison. Health and Safety Code 11352 pertains to sale/trafficking with increased penalties. Those convicted for sale under Health and Safety Code 11351 or sale/trafficking under 11352 can serve 1 year to 18 months in county jail
Cocaine/Crack Schedule 2	Cocaine is illegal to possess under California Health and Safety Code 11350. Crack Cocaine, Cocaine Salt is illegal to possess under California Health and Safety Code 11351	Possession can be prosecuted as a misdemeanor or felony with up to 3 years in prison. Penalties for Possession for sale of cocaine salt are 2, 3, 4 years. Prior conviction of selling cocaine salt may serve more time in state prison.
MDMA (Ecstasy) Schedule 1	MDMA is illegal to possess under the California Health and Safety Code 11377, possession for sale under HS 11378	Conviction of HS 11378, possession of MDMA for sale may receive anything from probation and up to 4 years in prison.
Amphetamines Schedule 2 <ul style="list-style-type: none"> • Methamphetamine • dimethylamphetamine 	Amphetamines are illegal for possession under California Health and Safety Code 11377, and for sale under Health and Safety Code 11378	No prior conviction of 11377, PC1000, Proposition 36, or felony probation. Conviction of HS 11378, possession of amphetamines for sale, may receive probation and up to 4 years in prison. Harsher sentences are given for those convicted of manufacturing amphetamines such as methamphetamines.
Psilocybin (mushrooms) Schedule 1	Mushrooms containing psilocybin, psilocybin, psilocybin spores are illegal to possess, import, buy sell, trade or give away if intended to be cultivated. Growing psilocybin-containing mushrooms from spores is considered manufacturing a controlled substance	

Other drugs <ul style="list-style-type: none"> Lysergic acid diethylamide (LSD) is Schedule 1 Peyote all forms of Peyote and its derivatives, included its active compound mescaline are Schedule 1 Phencyclidine (PCP) is Schedule 2 Ketamine Schedule 3 Anabolic Steroids, including testosterone and human chorionic gonadotropin is a Schedule 3 	LSD is illegal for possession under the California Health and Safety Act 11377 and illegal for sale under 11378 PCP is illegal for possession for sale under California Health and Safety Code 11378 Ketamine is illegal under Health and Safety Code 11377	Ketamine-it is a misdemeanor to possess and punishment includes 6 months in jail and up to \$1,000 fine. Under PC 1000, Prop 36 supervised probation or no jail time. Prior records will be given small jail terms 30, 90 or 180 days, along with felony probation.
---	---	---

Federal Trafficking Penalties

CSA	PENALTY		Quantity	DRUG	Quantity	PENALTY	
	2nd Offense	1st Offense				1st Offense	2nd Offense
I and II	Not less than 10 years. Not more than life. If death or serious injury, not less than life. Fine of not more than \$4 million individual, \$10 million other than individual.	Not less than 5 years. Not more than 40 years. If death or serious injury, not less than 20 years. Not more than life. Fine of not more than \$2 million individual, \$5 million other than individual.	10-99 gm or 100-999 gm mixture	METHAMPHETAMINE	100 gm or more or 1 kg ¹ or more mixture	Not less than 10 years. Not more than life. If death or serious injury, not less than 20 years. Not more than life. Fine of not more than \$4 million individual. \$10 million other than individual.	Not less than 20 years. Not more than life. If death or serious injury, not less than life. Fine of not more than \$8 million individual. \$20 million other than individual.
			100-999 gm mixture	HEROIN	1 kg or more mixture		
			500-4.999 gm mixtur	COCAINE	5 kg or more mixture		
			5-49 gm mixture	COCAINE BASE	50 gm or more mixture		
			0-99 gm or 10		100 gm or more or 1 kg or more mixture		
			1-10 gm mixture	LSD	10 gm or more mixture		
			40-399 gm mixture	FENTANYL	400 gm or more mixture		
			10-99 gm mixture	FENTANYL ANALOGUE	100 gm or more mixture		
	Drug	Quantity	First Offense		Second Offense		
	Others ²	Any	Not more than 20 years. If death or serious injury, not less than 20 years, not more than life. Fine \$1 million individual. \$5 million not individual.		Not more than 30 years. If death or serious injury, life. Fine \$2 million individual. \$10 million not individual.		
III	All	Any	Not more than 5 years. Fine not more than \$250,000 individual. \$1 million not individual.		Not more than 10 years. Fine not more than \$500,000 individual. \$2 million not individual.		
IV	All	Any	Not more than 3 years. Fine not more than \$250,000 individual. \$1 million not individual.		Not more than 6 years. Fine not more than \$500,000 individual. \$2 million not individual.		
V	All	Any	Not more than 1 year. Fine not more than \$100,000 individual. \$250,000 not individual.		Not more than 2 years. Fine not more than \$200,000 individual. \$500,000 not individual.		

¹Law as originally enacted states 100 gm. Congress requested to make technical correction to 1 kg.

²Does not include marijuana, hashish, or hash oil.

Federal Trafficking Penalties – Marijuana

As of November 18, 1988

Quantity	Description	First Offense	Second Offense
1,000 kg or more; or 1,000 or more plants	Marijuana Mixture containing detectable quantity*	Not less than 10 years, not more than life. If death or serious injury, not less than 20 years, not more than life. Fine not more than \$4 million individual, \$10 million other than individual.	Not less than 20 years, not more than life. If death or serious injury, not less than life. Fine not more than \$8 million individual, \$20 million other than individual.
100 kg to 1,000 kg; or 100-999 plants	Marijuana Mixture containing detectable quantity*	Not less than 5 years, not more than 40 years. If death or serious injury, not less than 20 years, not more than life. Fine not more than \$2 million individual, \$5 million other than individual.	Not less than 10 years, not more than life. If death or serious injury, not less than life. Fine not more than \$4 million individual, \$10 million other than individual.
50 to 100 kg	Marijuana	Not more than 20 years. If death or serious injury, not less than 20 years, not less than life. Fine \$1 million individual, \$5 million other than individual.	Not more than 30 years. If death or serious injury, life. Fine \$2 million individual, \$10 million other than individual.
10 to 100 kg	Hashish		
1 to 100 kg	Hashish Oil		
50-99 plants	Marijuana		
Less than 50 kg	Marijuana	Not more than 5 years. Fine not more than \$250,000, \$1 million other than individual.	Not more than 10 years. Fine \$500,000 individual, \$2 million other than individual.
Less than 10 kg	Hashish		
Less than 1 kg	Hashish Oil		

*Includes Hashish and Hashish Oil

(Marijuana is a Schedule I Controlled Substance)

Referrals and Resources:

On-Campus

Student Health Center Building 67B.....(909) 274-4400

Off-Campus

NORTH ORANGE COUNTY

Alcoholic Anonymous (24 hrs. help)(714) 773-4357

Al-Anon (for family members of alcoholic & friends)(714) 748-1113

Center for Substance Abuse Treatment

(24 hr. hotline for drug abuse) (800) 662-4357

Narcotics Anonymous Southern California (800) 863-2962

SAN GABRIEL/ POMONA VALLEY

A.A. (626) 914-1861

National Council on Alcoholism (909) 629-4084

Narcotics Anonymous(626) 359-0084

Adult Children of Alcoholics(310) 534-1815

INLAND EMPIRE

Alcoholics Anonymous(909) 825-4700

Al-Anon (909) 824-1516

National Council on Alcoholism(909) 629- 4084

Additional information can be found at:

<https://www.drugabuse.gov/publications/drugfacts/marijuana>

http://www.emedicinehealth.com/cocaine_abuse/article_em.htm

<http://www.niaaa.nih.gov/alcohol-health/overview-alcohol-consumption>

<https://www.drugabuse.gov/publications/research-reports/anabolic-steroid-abuse/what-effects-do-anabolic-steroids-have-behavior>

<https://www.drugabuse.gov/publications/drugfacts/methamphetamine>

<http://catalog.mtsac.edu/college-policies-notice/>

References:

Complying with the Drug-Free Schools and Campuses Regulations, A Guide for University and College Administrators. U.S Department of Education, Edgar Part 86

Health and Safety Code Section 11350-11356.5

Health and Safety Code Section 11377-11382.5