



Mt. San Antonio College

2015 Annual Security Report

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Preparation of the Annual Security Report and Disclosure of Crime Statistics

The Mt. San Antonio College Public Safety Department publishes this report to inform the Mt. SAC community about campus security policies, initiatives to prevent and respond to crimes and emergencies, and the occurrence of crime on campus. This report complies with the Jeanne Clery Disclosure of Campus Security and Crime Statistics Act and uses information gathered by the Public Safety Department, information provided by other Mt. SAC departments, other Campus Security Authorities, and information provided by local law enforcement agencies surrounding campus. Each of these offices provides updated policy information and crime data.

This report provides three years of campus crime statistics. It also includes reported crimes at off-campus buildings or property owned, leased, or controlled by Mt. SAC. This report also includes institutional policies concerning campus security. 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 going to the Public Safety page of the Mt. SAC website

and selecting the 2015 Clery Annual Report link.

Campus Law Enforcement Authority

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

Public Safety Department Staffing:
Chief (1)
Deputy Chief (1)
Supervisor (1)
Public Safety Officers (13)
Parking Officers (12)
Administrative Staff (4)

Safety, Our Number One Priority

Mt. SAC is a great place to learn, work, and study with a proud history of safety for its students, faculty, and staff. All of Mt. SAC's employees play an important role in keeping the campus safe by staying alert and being observant. Students and visitors can also play a vital role in this effort by maintaining a sense of awareness and by using good judgment when working or visiting campus.

Security & Safety of Off-Campus Sites

The Public Safety Department does not provide security at off-campus sites. Mt. SAC has arrangements for the administrators at these sites to notify us of any reported crimes. Mt. San Antonio College does not provide housing or residences for students, faculty, or staff on or off-campus. Regarding on-campus security,



Mt. SAC strives to:

- Create and maintain an environment for learning that promotes respect and appreciation of scholarship, freedom, hu-

man diversity and the cultural mosaic of the campus community.

- Promote excellence in instruction and intellectual accomplishments.
- Provide broadly accessible higher education for residents of the region, state, and nation.

The Public Safety Department participates in delivery of the College's mission and strives to create a safe environment conducive to academic excellence. We understand that crime is a nationwide problem and we strive to make our campus community a safe and secure environment. The Public Safety Department works closely with local Police Agencies and employs security measures to reduce and prevent crime. We believe that security is everyone's responsibility and we ask for your assistance.

Reporting to Public Safety

Students and staff should report serious crimes and emergencies occurring on campus to Public Safety at (909) 274-4555 or by calling 911. When using a campus phone (a hardline phone in a classroom or office) dial 4555 to reach Public Safety or dial 9911 to contact the Los Angeles County Sheriff's Department (you must dial 9 to get an outside line). The Public Safety Department is located at the southeast portion of the campus off Bonita Drive in Building 23. Public Safety may also

be reached by dialing *91 from any campus phone.

Voluntary, Confidential Reporting

If a crime is not reported, little can be done to help other members of the community from also becoming victims. We encourage everyone to report crimes promptly and to participate in and support crime prevention efforts.

If you are the victim of a crime or want to report a crime you are aware of, but do not want to report it to Public Safety or the Los Angeles County Sheriff's Department, you can file a confidential report. Confidential reports allow Mt. SAC Public Safety to compile accurate records of crimes occurring on campus and to take action to protect you and others. Reports filed in this manner are disclosed in the Annual Security Report. If for any reason we cannot assure confidentiality, we will inform you and you can decide whether or not you want to proceed. Anyone can call Public Safety at (909) 274-4555 to report an incident and remain anonymous. You can also anonymously report suspicious activity to Text-a-Tip at 909-274-9560 or to WeTIP (<http://www.wetip.com>) or by calling 800-78-CRIME.

Reporting to Other Campus Security Authorities

The Clery Act recognizes certain college

officials as a Campus Security Authority (CSA) and defines a CSA 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. The following offices are places other than Public Safety where campus community members can report crimes:

- Vice President of Student Services (909) 274-4505
- Vice President of Human Resources (909) 274-4225
- Director of Student Life (909) 274-4525
- Dean of Counseling (909) 274-4380
- Dean of Athletics (909) 274-4630
- Director of Health Services (909) 274-4400

Pastoral and Professional Counselors

According to the Clery Act, pastoral and professional counselors who are appropriately credentialed and hired 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, pastoral and professional counselors are encouraged to notify those whom they are counseling of the voluntary, confidential reporting options available to them.



Emergency Blue Phones

There are emergency phones (Blue Phones) in each parking lot and in 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.

Crime Alerts

In an effort to provide timely notice to the campus community of a Clery Act crime that poses a serious or ongoing threat, Public Safety issues Crime Alerts. Public Safety will generally issue Crime Alerts for the crimes of arson, aggravated assault, criminal homicide, robbery, burglary, sex assaults, and hate crimes. Public Safety will post these warnings in emails and on so-

cial media. Mt. SAC also has the ability to send text message alerts to those who have registered their cell phone number. Text messaging is an effective way to disseminate important information about incidents and to provide information that may enable members of the campus community to take steps to protect themselves from similar incidents.

Crime Alerts will be issued when Public Safety determines that the incident represents an ongoing threat to the campus community and the following criteria are met:

- (1) a crime has been committed
- (2) the perpetrator has not been apprehended
- (3) there is a substantial risk to the campus community because of this crime.

Additionally, Public Safety may, in some circumstances, issue Crime Alerts when there is a pattern of crimes against persons or property. The Chief of Mt. SAC Public Safety will make the determination, in consultation with other school officials, if a Crime Alert is required.

Timely Warnings

If a situation arises on campus that poses an immediate or continuing threat to the college community, the Chief of Public Safety will determine if a Timely Warning will be issued to inform the campus of the threat. Timely Warnings are disseminated through the college email system, on flyers posted on campus, the electronic message board at the southwest corner of campus, and through social media. Timely warnings provide the college community with information about serious incidents and with crime prevention recommendations.



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 management plan that complies with FEMA guidelines for Higher Education, including planning, mitigation, response, and recovery actions.

Our priorities are preservation of life, infrastructure integrity, and environmental protection during an emergency. Mt. SAC emphasizes cooperation, integration, and mutual aid with local, state, and federal planning, response, and public safety agencies. Additional emergency management information can be found on the Mt. SAC Emergency Management web page.

Drills, Exercises, and Training

Mt. SAC conducts annual emergency management exercises to test emergency procedures. The scenarios for these exercises change from year to year, and include departments from across the campus. These exercises include tabletop drills, emergency operations center exercises, and full-scale emergency response exercises. After-action reviews of all emergency management exercises are conducted.

In addition to the ongoing, informal emergency preparedness training that takes place at Mt. SAC, the following formal emergency preparedness exercise were held in 2014:

- 2/18/14: Emergency Preparedness training for Student Services
- 3/11/14: Emergency Preparedness training for Natural Science
- 3/10/14: Shelter in Place Training for Building 4
- 3/18/14: Evacuation Drill
- 9/9/14 & 9/10/14: Building Marshal/Floor Captain Training
- 9/17/14: Evacuation Drill
- 10/16/14: Great Shakeout

Emergency Notification

Mt. SAC is committed to ensuring the campus community receives timely, accurate, and useful information in the event of an emergency on campus that poses an immediate threat to the health and safety to those on campus. Go to <http://myportal.mtsac.edu> link and look for the Emergency Notification System channel. Your information will not be shared with anyone or used for any purpose other than for emergency notifications.

When first responders confirm that there is an emergency or dangerous situation that poses an immediate threat to the health or safety of the campus community, the Public Safety Chief, Deputy Chief, the Chief Technology Officer, the Director of Marketing and Public Affairs, and the Director of Safety and Risk Management, are authorized to release an emergency notification notice.

Template messages that address different emergency situations are available for



immediate use. The individual authorizing the alert will select the template message most appropriate to the ongoing situation and modify it to address the specifics of the incident. In those cases where there are no predetermined template messages in the system, the individual authorizing the alert will develop the most succinct message to convey the appropriate information. The goal is to ensure that individuals are aware of the situation and they know the steps to take to stay safe.

The Marketing and Public Affairs office is responsible for crisis communications and for updating notices on Facebook, Twitter, and other social networking platforms and for maintaining communications with national, regional, and local news and radio outlets.

Public Safety Department patrol vehicles are equipped with Public Address Systems that can be used to broadcast information during an emergency. The digital message sign at Grand and Temple Avenues as well as several inner campus digital message boards, which are located in Student Services (Building 9B), at the northwest corner of the Student Center (Building 9C), at the southwest corner of the Art Building (Building 1B/C), may also be used to communicate and notify students and staff of immediate or ongoing threats.

The campus email system will be utilized to communicate alerts and ongoing up-

dates to faculty and staff. The College's Student Web Portal <http://myportal.mtsac.edu> will also be utilized to notify students of threats and to provide emergency updates.



Access & Security Issues

All buildings other than the library are secured by the Public Safety Department by 11:00pm on weekdays and by 6:00pm on weekends. After hour access requires a faculty or staff I.D. and notification of the Public Safety Department. Holiday access scheduling is treated as weekend access. Access to College facilities is limited to staff, students and escorted guests. Entry is monitored on a 24-hour basis.

Campus facilities are maintained by Facilities Management (909) 274-4850 and patrolled by Public Safety Officers. Public Safety Officers work closely with Facilities Management personnel by reporting hazards and needed maintenance to them. Public Safety Officers test the emergency phones regularly and make sure the campus is well lit at night by reporting lights that need to be replaced.

Facilities designated for use by Mt. SAC athletic programs are to be used only by authorized athletes and athletic personnel. Recreational facilities (spaces typically, but not solely designated for recreational activity not affiliated with a Mt. SAC athletic program) are usable only with the prior authorization of Mt. SAC. Access to such facilities will only be authorized during the time each facility is specifically designated as being open and available for use. While open, these facilities shall have the appropriate staff on duty to oversee operations being conducted at that facility. Any exceptions to this policy must be given in writing, and approved by the appropriate facilities office responsible for athletic and recreational facility access.



Security and Maintenance of Campus Facilities

Locks, landscaping, and outdoor lighting are designed for safety and security. Sidewalks are designed to provide well-traveled, lighted routes from parking areas to buildings and from building to building. We encourage community members to

promptly report any security concerns, including concerns about locking mechanisms, lighting, or landscaping to Public Safety.

Sexual Assault, Domestic Violence, Dating Violence and Stalking

(Board Policies 3430, 3540, 5500, California Penal Code, sections 240, 242, 243.4, 261-266)

Sexual assault, domestic violence, dating violence and stalking are crimes that are not tolerated on this campus. Mt. San Antonio College has adopted Board Policies and procedures designed to prevent sexual crimes, stating sanctions for offenders, and supporting access to treatment and information for victims. All applicable punishment, including criminal charges, and/or employee or student disciplinary action, shall be applied whether the violator is an employee, student or member of the general public.

Sexual assault, domestic violence, dating violence, and stalking are difficult topics to discuss, but it is important that you have information to help reduce the risk of an assault and obtain immediate help should an assault occur. The following pages provide information on what to do if an assault occurs, where to get help and where to report the incident.

Sexual violence is any sexual act or attempt to obtain a sexual act by violence or

coercion, unwanted sexual comments or advances, acts of trafficking a person or acts directed against a person's sexuality, regardless of the relationship to the victim.

Sexual assault includes rape, fondling and incest. Rape is defined by any sexual intercourse or penetration without consent. Lack of consent can result from forced physical participation or intimidation, or the inability to consent due to intoxication, mental incapacitation, or unconsciousness.

Consent requires that you must be willing to participate in sexual intimacy and both partners must say 'yes". The decision to have any type of sexual behavior or 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.



Domestic violence includes felony or misdemeanor crimes of violence committed by a current or former spouse of the victim, by a person with whom the victim shares a child in common, by a person who is cohabitating with or has cohabited with the victim as a spouse, by a person similarly situated to a spouse of the victim or by any other person against an adult or youth victim who is protected from that person's acts under the domestic or family violence laws of the jurisdiction.

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 (US Dept. of Justice).

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.

Stalking means engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for his or her 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.



Defining Rape, Sexual Assault, and Domestic Violence

California Penal Code

CPC 261 (a) Rape: Rape is an act of sexual intercourse accomplished with a person not the spouse of the perpetrator 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.

CPC 261.6: In prosecutions under Section 261, 262, 286, 288a, or 289, in which consent is at issue, "consent" shall be defined to mean positive cooperation in act or attitude pursuant to an exercise of free will. The person must act freely and voluntarily and have knowledge of the nature of the act or transaction involved. A current or previous dating or marital relationship shall not be sufficient to constitute consent where consent is at issue in a prosecution under Section 261, 262, 286, 288a, or 289.

264 (a) except as provided in subdivision (c), rape, as defined in Section 261 or 262, is punishable by imprisonment in the state prison for three, six, or eight years.

CPC 13700 (b): Domestic Violence: "Domestic Violence" means abuse committed against an adult or a minor who is a spouse, former spouse, cohabitant, former cohabitant, or person with whom the suspect has had a child or is having or has had a dating or engagement relationship.

CPC 273.5 (a): Any person who willfully inflicts corporal injury resulting in a traumatic condition upon a victim described in subdivision (b) is guilty of a felony, and

upon conviction thereof shall be punished by imprisonment in the state prison for two, three, or four years, or in a county jail for not more than one year, or by a fine of up to six thousand dollars (\$6,000) or by both the fine and imprisonment. (b) Subdivision (a) shall apply if the victim is or was one or more of the following:

- (1) The offender's spouse or former spouse.
- (2) The offender's cohabitant or former cohabitant.
- (3) The offender's fiancé or fiancée, or someone with whom the offender has, or previously had, an engagement or dating relationship, as defined in paragraph (10) of subdivision (f).

CPC 646.9 (a): Stalking: Any person who willfully, maliciously, and repeatedly follows or willfully and maliciously harasses another person and who makes a credible threat with the intent to place that person in reasonable fear for his or her safety, or the safety of his or her immediate family is guilty of the crime of stalking, punishable by imprisonment in a county jail for not more than one year, or by a fine of not more than one thousand dollars (\$1,000), or by both that fine and imprisonment, or by imprisonment in the state prison.

(b) Any person who violates subdivision (a) when there is a temporary restraining order, injunction, or any other court order in effect prohibiting the behavior described

in subdivision (a) against the same party, shall be punished by imprisonment in the state prison for two, three, or four years.



Personal Safety – Reduce the risk of being assaulted

- Avoid dangerous situations.
- Be aware of your surroundings. Knowing where you are and who is around you may help you to find a way to get out of a bad situation.
- Try to avoid isolated areas. It is more difficult to get help if no one is around.
- Walk with purpose. Even if you don't know where you are going, act like you do.
- Trust your instincts. If a situation or location feels unsafe or uncomfortable, it probably isn't the best place to be.
- Do not appear vulnerable. Keep your hands free and avoid looking at your phone while you walk.
- Make sure your cell phone is with you and charged and that you have money for Uber or a cab if you need one.

- Don't allow yourself to be isolated with someone you don't trust or someone you don't know.
- Avoid putting music headphones in both ears so that you can be more aware of your surroundings, especially if you are walking alone.



In social situations:

- When you go to a social gathering, go with a group of friends. Arrive together, check in with each other throughout the evening, and leave together. Knowing where you are and who is around you may help you to find a way out of a bad situation.
- Trust your instincts. If you feel unsafe in any situation, take action to get to a safe location. If you see something suspicious, contact law enforcement immediately (call 911).
- Don't leave your drink unattended while talking, dancing, using the restroom, or making a phone call. If you've left your drink alone, just get a new one.
- Don't accept drinks from people you don't know or trust. If you choose to

- accept a drink, go with the person to the bar to order it, watch it being poured, and carry it yourself. At parties, don't drink from the punch bowls or other large, common open containers.
- Watch out for your friends, and vice versa. If a friend is too intoxicated for the amount of alcohol they've had, or is acting out of character, get him or her to a safe place immediately.
- If you suspect you or a friend has been drugged, contact law enforcement immediately (call 911).
- If you are being followed, call 911 and walk or run to a crowded area as fast as you can. If you are driving, continue to drive safely (don't stop or get out of your car) and call 911.

On campus

- Start a buddy system when walking to your car or bus stop.
- Campus Escorts are available during evening hours for your safety on campus and in parking lots. They are provided at your request. Please call (909) 274-4555 for service. Use a blue emergency telephone (located throughout the campus and parking lots) to access Public Safety if you need assistance.

Warning signs of abusive behavior

No victim is ever to blame for being assaulted or abused. Unfortunately, studies show that a person who is the vic-

tim of sexual or dating violence is more likely to be re-victimized. Below are some tips to help reduce your risk, to recognize warnings signs of abusive behavior and how to reduce the risk of a potential attack.

The following questions ask you about your relationship. If you are not currently in a relationship, these are signs or "red flags" to assist people in identifying a potentially abusive person.

- Are you nervous around your partner?
- Do you control your behavior to avoid your partner's anger?
- Are pressured by your partner when it comes to sex?
- Are you scared of disagreeing with your partner?
- Has your partner criticized you or humiliated you in front of other people?
- Is your partner always checking up on you or does your partner question you about what you do when you are out alone?
- Does your partner repeatedly and wrongly accuse you of seeing or flirting with other people?
- Has your partner ever told you that if you changed, he or she wouldn't treat you like this?
- Is your partner jealous and does this jealousy stop you from seeing friends or family?
- Does your partner make you feel like you are wrong, stupid, crazy, or inadequate?

- Does your partner ever scare you with violence or threatening behavior?
- Does your partner threaten to commit suicide or hurt you if you ever ended the relationship?
- Does your partner blame abusive behavior on alcohol or drugs?

You do not deserve to be abused. You may want to contact the police or a local domestic violence center or call the National Domestic Violence Hotline at (800) 799-SAFE. (2014 Center for Relationship Abuse Awareness, <http://stoprelationshipabuse.org/educated/warning-signs-of-abuse/>)



What to do in the event of an assault

If you or another student becomes the victim of sexual violence, immediately:

- Get to a safe place
- Get help by calling Public Safety from a blue emergency phone or dial (909) 274-4555, or call 911 (9-911 from a campus office telephone) or alert any nearby College employee
- Do not shower, bathe, douche, eat, drink, wash your hands or face or brush your teeth until you have had a medical examination.

- Save all the clothing you were wearing in paper bags.
- Do not clean the area or dispose of any items in the immediate area.
- If you do not wish to call the police, ask a friend or family member to take you to a local hospital.
- Call Project Sister Family Services (909) 626-4357 (24-hour rape hotline) or National Sexual Assault Hotline (800) 656-HOPE for immediate emotional support
- Consider confidential personal counseling, which is available at the Student Health Center, Building 67B, (909) 274-4400.
- Contact a close friend or relative, if available, who can provide support and accompany the victim to the medical exam and/or police department.
- Get medical attention as soon as possible – An exam may reveal the presence of physical injury that the victim is unaware of. 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.
- 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 may 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 her/his feelings and begin the process of recovery.

Sexual Assault, Domestic Violence, Dating Violence, and Stalking reporting options

Mt. SAC is committed to providing an academic and work environment that respects the dignity of all individuals and groups. Mt. SAC shall be free of sexual harassment and all forms of sexual intimidation and exploitation including acts of sexual violence. It shall also be free of other unlawful harassment, including that which is based on race, religious creed, color, national origin, ancestry, physical disability, mental disability, mental condition, genetic information, marital status, sex, gender, gender identity, gender expression, age, or sexual orientation of any person, or because he or she is perceived to have one or more of the foregoing characteristics. (BP 3430, AP 3430).



Confidentially reporting an assault

If you prefer, you can report sexual assault, domestic violence, dating violence, or stalking to the Mt. SAC Title IX Coordinator. Lorraine Y. Jones, the Title IX Coordinator and Director of Equal Employment Opportunity Programs, is the designated employee responsible for receiving all complaints of discrimination, harassment, sexual violence, and retaliation. Anyone wishing to file a complaint concerning a college employee, student or a third party can contact her in Building 4, Room 1460, (909) 274-4225, email: ljones31@mtsac.edu

Mt. SAC encourages victims of sexual violence to talk to somebody about what happened to receive help and support. Victims will be assisted by campus personnel in notifying law enforcement authorities if they choose to do so. A victim may choose to report assaults to the Director of Student Life Office, College Department Managers, Supervisors, Academic Counselors, or Athletic Coaches. If you would like to confidentially disclose an assault and

receive counseling, visit the Student Health Services and request personal counseling and speak to a licensed mental health therapist. Livier Martinez, LCSW, 909-274-4400, LMMartinez@mtsac.edu.

If the assault happened in the past, a police report can be filed by contacting the police department of the city where the assault occurred.

Los Angeles County Sheriff's Department – Walnut Station may be contacted at (909) 595-2264 for the investigation of sexual assaults occurring at or near the College.

Mt. SAC holds the identity of any alleged victim or witness of sexual assault in confidence. When possible, Mt. SAC will work with the victim of a crime to change class schedules, arrange for alternate transportation, make changes to work environments, and provide safety escorts when requested to do so by the victim.

Victims of sexual assault often have difficulty reporting it 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. Helpline: (800) 777-9229 or vcgcb.ca.gov/victims/



Filing a complaint about a Mt. SAC employee

The College has identified Lorraine Y. Jones, Director Equal Employment Opportunity Programs as the designated responsible employee for receiving all complaints of discrimination, harassment and retaliation. Anyone wishing to file a complaint concerning a college employee must contact Lorraine Y. Jones, Director, EEO Programs, Office of Human Resources, Building 4, Room 1460, (909) 274-4225.

Student Rights and Due Process

Education Code Sections 66300, 72122, and 76030 require prompt, equitable, and impartial investigation and resolution of reported violations of law and the Standards of Student Conduct regarding domestic violence, dating violence, sexual assault or stalking which guarantees the due

process rights of the student or students involved. This procedure will be used in a fair and equitable manner and cannot be used as retaliation. It is not intended to substitute for criminal or civil proceedings that may be initiated by other agencies. Student discipline hearings shall be conducted by officials who receive annual training on the issues related to domestic violence, dating violence, sexual assault, stalking and how to conduct an investigation and hearing process that protects the safety of victims and promotes accountability.

Disciplinary proceedings that address improper student conduct and procedural safeguards shall be followed to protect the student from the unfair imposition of penalties. The college has an obligation to indicate those standards of behavior which it considers essential to its educa-

tional mission. These regulations represent a reasonable regulation of student conduct. Disciplinary proceedings shall be instituted only for violations of standards of conduct which are published in advance or made available in a body of institutional regulations, including specifics of the disciplinary process.

Although minor penalties may be assessed informally under prescribed procedures, procedural fair play requires that the student be informed of all charges brought against him or her, that he or she be given a fair opportunity to refute them, that the College not be arbitrary in its actions, and that there be provisions for the appeal of a decision. The specifics and procedures of this due process shall be formulated.

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. The facts supporting the accusation shall be presented by the Director of Student Life. The accuser and the accused are entitled to the same opportunities to have others present during an institutional disciplinary proceeding, including the opportunity to be accompanied to any related meeting or proceeding by an advisor of their choice. The preponderance of the evidence standard will be utilized. Both the accuser and the accused will be simultaneously informed, in writing, of the following:

- The outcome of any disciplinary proceeding that arises from an allegation of domestic violence, dating violence, sexual assault, or stalking.
- The College's procedures for the accused and the victim to appeal the results of the disciplinary proceeding.
- Written notification of any change to the results that occurs prior to the time that such results become final.
- Written notification when such results become final.
- Notification about how the College will protect the confidentiality of victims, including how publicly available record



keeping will be accomplished without the inclusion of identifying information about the victim, to the extent permissible by law.

3500) Employee disciplinary action can result in immediate administrative leave, suspension or termination. (*Board Policy 3540, 3500*)



Sexual Assault Awareness and Prevention Education Programs

Mt. San Antonio College provides educational programs to promote the awareness and prevention of rape, acquaintance rape, domestic violence, dating violence, sexual assault and stalking. These programs are offered annually to the College Community and at new student and employee orientations.

FERPA (Family Educational Rights and Privacy Act)

FERPA allows the college to disclose to an alleged victim of any crime of violence or non-forcible sex offense the final results of a disciplinary proceeding conducted by the college against the alleged perpetrator of that crime.

New Student Orientation

A Sexual Violence information card, developed by Student Health Services, is distributed to all new students at New Student Orientation to ensure a consistent message about sexual violence is being disseminated to all incoming students. New students will be educated on specific definitions of stalking, dating violence, domestic violence, and sexual harassment during New Student Orientation. The videos *1 is 2 Many* and *It's On Us: Sexual Assault* are shown during orientation.

Consequences of committing acts of sexual violence

Any sexual assault, domestic violence, dating violence, or stalking, whether committed by an employee, student, or member of the public, which occurs on Mt. SAC property, is a violation of Mt. SAC's policies and procedures and is subject to all applicable punishment, including criminal procedures and employee or student discipline procedures. Student disciplinary action can result in immediate suspension and/or expulsion. (*Board Policy 3540,*

Education and Prevention Programs

- Every 2 Minutes – Preventing Sexual Assault - Sexual violence education, prevention, resources and services on

where to get help.

- Sexual Assault and Self-Defense Workshop - Educational presentation about personal safety skills and protecting against sexual assault and theft.
- *"Welcome to the Party": A Sexual Assault Prevention Education Presentation* –Livier Martinez, LCSW, addresses sexual assault through PowerPoint, group discussion, and video in a two-part presentation.
- House of Ruth - An organization that specializes in delivering education, services, and resources, to women who are dealing or recovering from domestic violence.
- Department Packets Sexual Assault Awareness and Prevention Memo
- Stop Sexual Violence Cards
- Sexual Assault Awareness and Prevention Event Flyers
- Welcome to the Party – Class Presentation Offering
- www.notalone.gov Together against sexual assault. Information for college students and resources on responding, and preventing sexual assaults on college campuses.
- Circle of 6 is a free app that helps to prevent violence before it happens. Visit the webpage to learn more and download the free app to your smartphone.

Bystander Interventions

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 continue the violence.
- 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.



Restraining/Protective Orders

California law gives victims 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 restraining order court documentation with the Mt. San Antonio College 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 with the Mt. San Antonio College Public Safety Department at (909) 274-4555 or the Los Angeles County Sheriff's Department – Walnut Station.



Peer Support

If you are informed about a sexual assault or sexual violence taking place on campus, you are encouraged to report the crime to any Mt. SAC employee, such as a counselor, an athletic coach, a professor, Public Safety at (909) 274-4555, or the Student Life Office at (909) 274-4525. If it is someone you know, you can help them by encouraging them to report the incident. An

anonymous report can be submitted to Public Safety through the Text-a-Tip Hotline at (909) 274-9560 (<http://textatip.mtsac.edu>) or We Tip by calling 800-78-CRIME (<http://www.wetip.com>). Reports are taken 24 hours a day, 7 days a week, and are completely anonymous.

More information and resources on sexual violence can be found at www.notalone.gov/

References:

The Clery Act: clery@ed.gov
Violence Against Women Reauthorization is a United States Federal Law, Title IV, sec. 40001-40703 of the Violent Crime Control and Law Enforcement Act of 1994, H.R. 3355

Sexual Violence Campus Guide 10/2014

Sex Offender Registration

Registered sex offender information can be found at the Megan's Law website at <http://meganslaw.ca.gov/Search.aspx>. Information can also be obtained from the Los Angeles County Sheriff's Department Station located at 21695 East Valley Boulevard, Walnut, California.

Daily Crime Log

The Public Safety Department publishes an activity log every day that is available to anyone. This log identifies the type, location, and time of each criminal incident

reported to Public Safety. The most current sixty days of information is available in the lobby of the Public Safety office in Building 23.



Crime Prevention and Safety Awareness Programs

Mt. SAC offers a variety of services and crime prevention programming. If you or your organization would like to request a specific program, please contact Public Safety. Public Safety Officers are always available to discuss any safety related concerns.

Policies Governing Alcohol and other Drugs

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 notification requirements of the Drug-Free Schools and Campuses regulations. 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.

Mt. San Antonio College 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 its activities. 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. The possession or consumption of alcoholic beverages or illegal drugs prior to, or during any College sponsored activity, on or off-campus, by any person attending, regardless of age, is forbidden by State law.

Mt. SAC makes every effort to provide a drug-free campus. Assistance is available for those who seek help for themselves or others who may be addicted to substances. Please contact Student Health Services, ext. 4400, for confidential services and information.

Underage Drinking

It is illegal for anyone under 21 years of age to attempt to 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.



Alcohol Poisoning

Alcohol Poisoning is a Medical Emergency. Know the signs and call 911 - You could save someone's life:

- Passed out
- Cold, clammy, pale, or bluish skin
- Slowed breathing
- Vomiting while asleep or awake

Know how to help:

- Turn a vomiting person on his or her side to prevent choking
- Clear vomit from the mouth
- Keep the person awake
- Never leave the person unattended

Alcohol and Drugs - Risks and Consequences

Commonly used and abused substances include alcohol, marijuana, cocaine, amphetamines, methamphetamine (crystal meth), prescription drugs such as Vicodin, and anabolic steroids. While some of these substances are legal, they all may cause serious health problems, death, addiction, and/or financial and legal prob-

lems.

ALCOHOL: Beer, liquor, wine

- Impaired judgment & vision
- Lowered inhibitions
- Loss of motor skills & coordination
- Slurred speech
- Cardiovascular disease
- Hypertension
- Liver damage
- Neurologic damage
- Toxic psychosis
- Coma
- Possible death

CANNABIS: Hash oil, Hashish, Grass, Marijuana, Pot, Weed

- Confusion
- Euphoria
- Impaired balance and coordination
- Memory loss
- Slowed reaction time
- Slowed thinking
- Cardiovascular damage
- Frequent respiratory infections
- Impaired learning
- Impaired memory
- Increased heart rate
- Tolerance and addiction
- Insomnia
- Hyperactivity
- Panic attack
- Paranoia
- Possible toxic reaction if combined with other chemicals

DEPRESSANTS: Barbiturates, Benzodiazepine, Date rape drug, Liquid ecstasy, Flunitrazepam, GHB, Methaqualone, Special K, Xanax

- Confusion
- Fatigue
- Feeling of well-being, irritability
- Lowered blood pressure
- Lowered inhibitions
- Poor concentration
- Reduced anxiety
- Sedation
- Slowed pulse and breathing
- Slurred speech
- Anxiety
- Dizziness
- Hallucinations
- Insomnia
- Loss of peripheral vision
- Nausea
- Seizures
- Weak, rapid pulse
- Toxic psychosis
- Tremors
- Blackouts
- Cold, clammy skin
- Coma
- Life threatening withdrawal
- Possible death
- Respiratory depression and cardiac arrest
- Toxic reaction if combined with alcohol

HALLUCINOGENICS: Acid, Angel Dust, Crystal, LSD, MDA, Mescaline, Mushrooms, PCP, Peyote, Phencyclidine, Psilocybin

- Altered stated of perception

- Increase body temperature, heart rate, blood pressure
- Loss of appetite
- Nausea
- Numbness
- Sleeplessness
- Tremors Weakness
- Hallucinogen Persisting
- Perception Disorder (flashbacks)
- Intensify existing psychosis
- Violent behavior
- Intense, prolonged hallucinations
- Possible sudden death
- Psychosis

INHALANTS: Gases, Solvents

- Impaired judgment
- Headache
- Nausea, vomiting
- Poor coordination
- Slurred speech
- Cardiovascular and nervous system damage, leading to inability to talk, walk, walk, or think
- Cramps
- Depression
- Coma
- Possible sudden death
- Possible toxic reaction
- Unconsciousness
- Loss of muscle tone
- Memory impairment
- Mild withdrawal
- Muscle wasting and weakness
- Weight loss

NARCOTICS: Codeine, Demerol, HCL, Heroin, Meperidine, Morphine, Opium, Oxycodone, Vicodin

- Confusion
- Constipation
- Drowsiness
- Euphoria
- Nausea
- Pain relief
- Sedation
- Staggering gait
- AIDS & Hepatitis infection
- Malnutrition
- Clammy skin
- Coma
- Convulsions
- Death
- Respiratory arrest
- Shallow perspirations
- Tolerance, addiction
- Toxic reaction if combined with alcohol

STIMULANTS: Amphetamine, Cocaine, Ecstasy, MDMA, Methylphenidate, Phenmetrazine, Ritalin

- Appetite loss
- Excitement & euphoria
- Feeling of well being
- Increased alertness
- Increased blood pressure, pulse
- Insomnia
- Nervous system damage
- Organ/tissue damage
- Paranoia
- Psychosis
- Weight loss

- Agitation
- Convulsions
- Hallucinations
- Heart attack, stroke
- High blood pressure
- Loss of consciousness
- Seizures
- Temperature increase

STEROIDS:

- Cancers of various types including liver, brain and prostate
- Increased blood pressure
- Testicular shrinking, decreased sperm count, and infertility
- Dramatic mood swings, depression, paranoia

TOBACCO: Chewing/Smokeless Tobacco, Cigarettes, Cigars, Nicotine

- Bad breath
- Bad taste in mouth
- Decreased lung capacity
- Increased blood pressure
- Increased heart rate
- Adverse pregnancy outcomes
- Cardiovascular disease
- Cancer
- Possible death

For more information visit:

www.drugabuse.gov

Student Health Services - Bldg. 67B	(909) 274-4400
Alcoholics Anonymous (24-hour help)	(714) 773-4357
Al-Anon (for family members and friends of alcoholics)	(714) 748-1113
Center of Substance Abuse (24-hour hotline for drug abuse)	(800) 662-4357
Narcotics Anonymous	(714) 776-8581
Fullerton Drug/Alcohol Abuse Service "Health Care Agency"	(714) 447-7099
Be Sober Hotline (24-hour referrals)	(800) 345-2747
CRISIS	(800) 237-6237
San Gabriel / Pomona Valley A.A.	(626) 914-1861
Nar-Anon	(310) 547-5800
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

Annual Disclosure of Crime Statistics – Clery Act Crimes

Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (20 USC § 1092(f)) requires colleges and universities across the United States to disclose information about crime on and around their campuses. Mt. SAC Public Safety works with local law enforcement agencies to ensure that crimes reported to other departments that involve Mt. SAC are brought to our attention. Crime statistics are collected by a number of methods. After an officer completes a report, a department administrator reviews the report to ensure it is appropriately classified in the correct crime category. Department managers periodically examines the data to ensure that all reported crimes are recorded in accordance with the crime definitions outlined in the FBI Uniform Crime Reporting Handbook and the FBI National Incident-Based Reporting System Handbook (sex offenses only). The following statistics also include crimes that are reported to campus security authorities. The statistics reported for the subcategories on liquor laws, drug laws, and weapons of-

fenses represent the number of people arrested or referred to campus judicial authorities.

Definitions of Reportable Crimes

Murder/Manslaughter – defined as the willful killing of one human being by another.

Negligent Manslaughter – defined as the killing of another person through gross negligence.

Forcible sex offenses – 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.

Robbery – defined as taking or attempting to take anything of value by force or threat of force or violence or fear.

Aggravated Assault – defined as an unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by means likely to produce death or great bodily harm.

Burglary – unlawful entry of a structure to commit a felony or a theft.



Motor Vehicle Theft – theft or attempted theft of a motor vehicle.

Arson – any willful or malicious burning or attempt to burn, with or without intent to defraud, a dwelling house, public building, motor vehicle or aircraft, personal property of another, etc.

Hate Crimes – includes all of the crimes listed above that manifest evidence that the victim was chosen based on one of the categories of prejudice listed to the right, plus the following crimes.

Larceny/Theft – includes shoplifting, theft from building, theft from motor vehicle, theft of motor vehicle parts or accessories, and all other larceny.

Simple Assault – unlawful attack by one person upon another where the victim does not suffer severe bodily injury.

Intimidation – to unlawfully place another person in reasonable fear of bodily harm through the use of threatening words or other conduct without subjecting the victim to actual physical attack.

Destruction/Damage/Vandalism to Property (except Arson) – to willfully or maliciously destroy, damage, deface, or otherwise injure real or personal property without the consent of the owner or the person having custody or control of it.



Categories of Prejudice

Race – A preformed negative attitude toward a group of persons who possess common physical characteristics genetically transmitted by descent and heredity that 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.

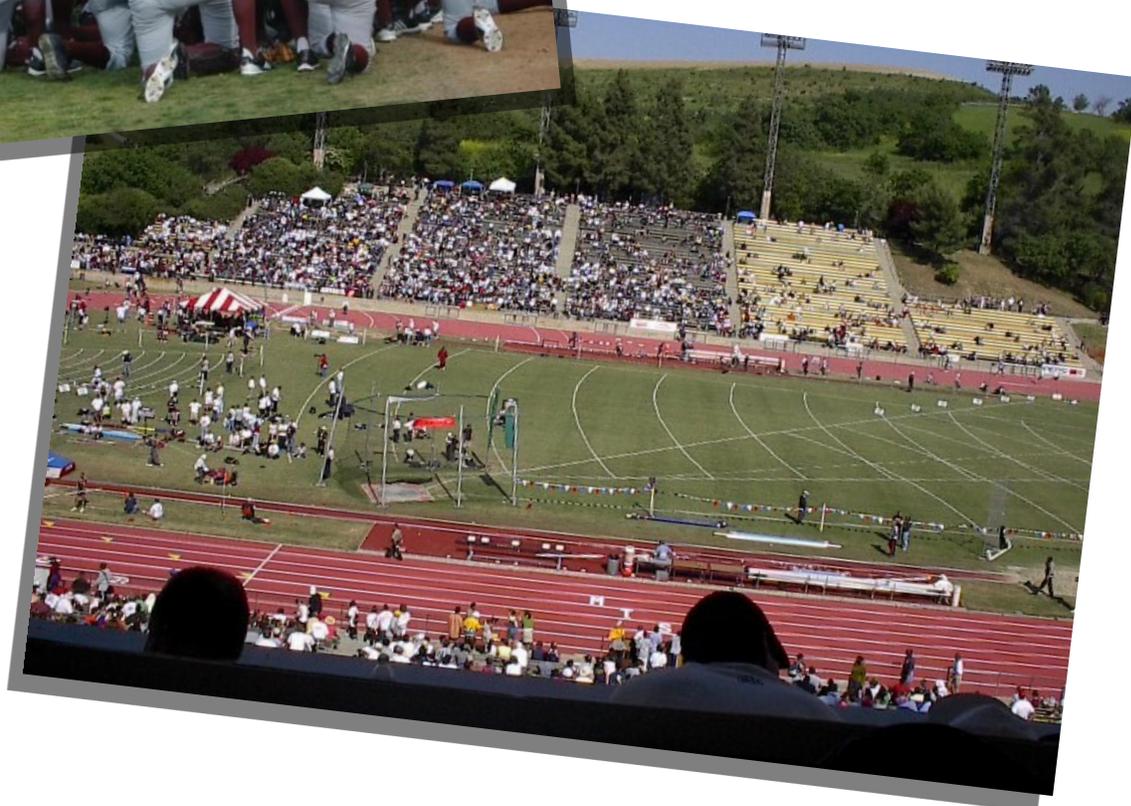
Religion – A preformed negative opinion or attitude toward a group of persons who share the same religious beliefs regarding the origin and purpose of the universe and the existence or nonexistence of a supreme being.

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.

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

Crime	2012	2013	2014
Criminal Homicide (murder/ manslaughter)	0	0	0
Rape	1	2	1
Fondling	0	0	0
Incest	0	0	0
Statutory Rape	0	0	0
Robbery	1	0	0
Aggravated Assault	1	2	1
Burglary	4	14	12
Motor Vehicle Theft	8	12	5
Arson	0	1	0

VAWA Offenses

Dating violence, Domestic Violence, and Stalking statistics

Crime	2014		
Dating Violence	0		
Domestic Violence	2		
Stalking	0		

Hate Crimes Statistics – 2014

Crime	Race	Gender	Gender Identity	Religion	Sexual Orientation	National Origin	Disability
Homicide	0	0	0	0	0	0	0
Rape	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0
Vehicle Theft	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0
Theft	0	0	0	0	0	0	0
Simple Assault	0	0	0	0	0	0	0
Vandalism	0	0	0	0	0	0	0

Arrests for Weapon, Drug, and Liquor law violations

Crime	2012	2013	2014
Weapons	0	1	0
Drug Abuse Violations	4	1	3
Liquor Law Violations	0	0	0

Referrals for Weapon, Drug, and Liquor law violations

Crime	2012	2013	2014
Weapons	1	3	0
Drug Abuse Violations	4	3	13
Liquor Law Violations	0	2	0

LOCAL LAW ENFORCEMENT AGENCIES

Baldwin Park Police Department

14403 Pacific Avenue
Baldwin Park, CA 91706
(626) 960-1955

Claremont Police Department

570 W. Bonita Avenue
Claremont, CA 91711
(909) 399-5411

Covina Police Department

444 N. Citrus Avenue
Covina, CA 91723
(626) 384-5595

La Verne Police Department

2061 Third Street
La Verne, CA 91750
(909) 596-1913

Los Angeles County Sheriff's Department - City of Industry Station

***Serving City of Industry, Bassett,
Hacienda Heights, La Puente, Valinda***

150 N. Hudson Avenue
City of Industry, CA 91744
(626) 330-3322

Los Angeles County Sheriff's Department - San Dimas Station

***Serving San Dimas, unincorporated areas of Azusa, Claremont,
Covina, Glendora, La Verne***

270 S. Walnut Avenue
San Dimas, CA 91773
(909) 450-2700

Los Angeles County Sheriff's Department - Walnut Station
Serving Diamond Bar, Rowland Heights, Walnut

21695 Valley Blvd.
Walnut, CA 91789
(909) 595-2264

Pomona Police Department

490 W. Mission Blvd.
Pomona, CA 91766
(909) 620-2131

West Covina Police Department

1444 W. Garvey Street
West Covina, CA 91790
(626) 939-8500



Mt. San Antonio College

1100 N. Grand Ave, Walnut California 91789 • (909) 274-7500

Campus Security (909) 274-4555



Updated: 8/28/2015