

Glendale Community College
2016 Jeanne Clery Disclosure of Campus Security Policy
And Campus Crime Statistics Act Report



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Introduction

The Glendale Community College Police Department is dedicated to providing a safe environment for students, employees, and the public who visit our respective campuses. Open 7 days a week, the College Police Department is staffed by sworn peace officers, communication and records specialists, and cadets. We work diligently to deter criminal activity, but we cannot do it alone. Emergencies, crimes, and suspicious activities should be reported immediately. As part of our public safety mission, and in compliance with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, the Glendale Community College Police Department provides annual disclosure of procedural information and statistical data over a three year period. The policies and crime statistics listed in this report apply to Glendale Community College's Main (Verdugo), Garfield and Professional Development Center campuses, the public property immediately adjacent and accessible to those campuses, and non-campus locations owned and/or controlled by Glendale Community College.

Sincerely,

Gary J. Montecucollo

Chief of Police

Annual Disclosure of Crime Statistics Overview

This report was prepared by the Glendale Community College Police Department to comply with the *Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act*. The provided crime statistics, arrest statistics, and disciplinary referral statistics include those reported to the College Police Department, College officials designated under policy to receive crime reports, and other officials who have significant responsibility over student and campus activities. Crime statistics from local law enforcement agencies that have jurisdiction where Glendale Community College's campuses, it's immediately adjacent public property, and non-campus (leased or owned) properties are located are also included in this report.

A notice of this report is distributed each year to current students and employees by campus email. A copy of this report may also be viewed on our web site at www.glendale.edu/cleryact. Paper copies of this report may be obtained at the College Police Department located on the Main (Verdugo) Campus, Sierra Madre Building, Room 153; the Garfield Campus Tropico Building, Room 200; and the Professional Development Center (PDC) Campus front desk.

Prospective students may view a copy of this report online through links provided on the Glendale Community College Admissions and Records homepage

at www.glendale.edu/index.aspx?page=1861, the Garfield Campus homepage and the PDC campus homepage. Paper copies may also be obtained at the Admissions and Records office located on the Main (Verdugo) Campus in Administration Building, Room 143.

Prospective employees may view this report online at the Human Resources homepage at www.glendale.edu/index.aspx?page=1746 or may obtain a paper copy of the report from the Human Resources Department on the Main (Verdugo) Campus.

Reporting Crimes and Other Emergencies

Glendale Community College strongly encourages victims or witnesses to report all criminal incidents to the College Police immediately, regardless of their nature. This is to ensure that appropriate action can be taken, crime statistics can be recorded for the College's Annual Security Report (ASR), and timely warnings (crime bulletins) can be issued if needed. Crimes that occurs off-campus (not immediately adjacent to the campus) should be reported to the law enforcement agency having jurisdiction over the location of occurrence. However, if the crime occurs at a Glendale Community College sponsored function that is off-campus, the matter should also be reported to the College Police Department in addition to the local agency having jurisdiction over the location of occurrence.

Campus emergencies including in-progress crimes should be reported immediately using campus extension 4000, or by direct dial (818) 409-5911. A crime can also be reported in-person to the College Police Department located on the Main (Verdugo) Campus, Sierra Madre Building Room 153. The City of Glendale Police Department may be contacted by dialing 911 for emergencies or by calling (818) 548-4911.

Non-emergencies should be reported using campus extension 5205, by direct dial (818) 551-5205, or by dialing the main college number (818-240-1000), entering the number "9" to reach the College Police, followed by the number "2."

In addition to the College Police Department, you may also report crimes to:

Dean of Student Affairs, Main (Verdugo) Campus Student Center Building Room 202
818-240-1000, Ext. 5594

Dean of Student Services, Main (Verdugo) Campus San Rafael Building 2nd floor.
818-240-1000, Ext. 5195

Program Manager, Health Services, Main (Verdugo) Campus San Rafael Building 1st floor
818-240-1000, Ext. 5189

Chief Human Resources Officer, Main (Verdugo) Campus 818-240-1000, Ext. 5165
Timely Warnings (Crime Bulletins)

If a crime occurs, that in the judgment of the College Chief of Police poses a potential or actual ongoing threat to the college community, a timely warning will be issued through all appropriate means. A crime for which a timely warning would be issued is one that is mandated for reporting under the Clery Act and is considered by the institution to represent a serious or continuing threat to students and/or employees. The Chief of Police, in conjunction with the Superintendent/President, will provide appropriate warnings to the parties affected or involved whenever there is a credible threat to their safety. This may be done in person, electronically (such as by a mass text notification system-“Nixle”), campus emails, social media, college website postings, and/or by telephonic contact. Please check the “Timely Warnings” page for updates at www.glendale.edu/timelywarnings.

To Whom Clery Act Crimes should be reported

Anyone with information that may prompt a timely warning to be issued is encouraged to contact the College Police Department immediately, either in person at the Main (Verdugo) Campus Sierra Madre Building, Room 153, or by phone at (818) 409-5911 or campus ext. 4000.

Encouragement of Accurate and Prompt Reporting of Crimes

All members of the campus community are encouraged to accurately and promptly report all crimes directly to the College Police Department and to the local law enforcement agency with jurisdiction when the victim of crime elects to, or is unable to, make such a report.

Administrative Regulation 3515: Reporting of Crimes, encourages any person to contact the College Police Department to report a perceived or actual threat or suspicious circumstance they feel should be reported. Reports will be documented in accordance with State and Federal laws regarding privacy, the California Public Records Act and the Family Educational Rights and Privacy Act. These reports may also assist the College Police in their public safety efforts and assist in issuing a timely warning to the campus community and/or determining where there is a pattern of crime with regard to a particular location, method, or suspect.

Voluntary/Confidential Reporting: Campus Security Authorities, Pastoral/Professional Counselors and Crime Stoppers

Campus Security Authorities

If you are a victim of a crime and do not wish to make a report to the College Police, you may instead file a report with a Campus Security Authority (CSA's). In addition to College Police personnel, CSA's may include, but are not limited to the

- Chief Human Resources Officer 818 240-1000 ext. 5165
- Vice President of Administrative Services 818 240-1000 ext. 5210
- Vice President of Instructional Services 818 240-1000 ext. 5104
- Vice President of Student Services, 818 240-1000 ext. 5130
- Faculty/staff advisors to official student clubs/organizations
- Athletic coaches

Reports made to a CSA should include personal and/or identifying information. This is important for law enforcement to investigate the information to determine if a timely warning needs to be issued to the campus community, to avoid double counting crime statistics for the Annual Security Report, and to provide victims' rights information when applicable.

If a victim does not want a report to go further than notification to the CSA, the CSA may explain that he/she may be required to submit the information for statistical purposes, but it can be submitted without identifying the victim. That said, the CSA will make all good faith efforts to insure that reports of criminal activity are valid and credible.

Professional/Pastoral Counselors

Campus Professional/Pastoral Counselors, while acting within the scope of their license and employment, are not considered to be Campus Security Authorities, and are generally not required to report Clery Act Crimes they learn of from their patients for inclusion in the College's Annual Security Report or for the purpose of a timely warning. They are encouraged, if and when they deem it appropriate, to verbally inform their clients to report a crime to the College Police Department on a voluntary or confidential basis for inclusion in the College's Annual Security Report and Web-based report to the Department of Education.

The College is not required to provide a timely warning with respect to crimes reported to a pastoral or professional counselor.

Anonymous mental health counseling and community resource referrals are available to enrolled credit students and employees at the Main (Verdugo) Campus Health Center located on the first floor of the San Rafael Building. Mental health counseling and community resource referrals are available to enrolled non-credit students at the Garfield Campus, Tropic Building, Room 200. PDC students may contact the PDC Program Director who may locate and refer them to off-campus and/or on campus resources.

California Penal Code Section 11160 does require prompt, mandatory reporting to local law enforcement agencies by health care practitioners when they provide medical services to a person they know or reasonably suspect is suffering from wounds inflicted by a firearm or as a result of assaultive or abusive conduct. There are additional mandatory reporting requirements regarding suspected child abuse incidents, violent crimes and threats.

Crime Stoppers

The College Police Department also participates in the Crime Stoppers Anonymous Crime Reporting Hotline. Crime Stoppers is a citizen-operated, non-profit organization that works side by side with local, state and federal law enforcement agencies county-wide to help solve serious crimes. Crime Stoppers gives everyone the opportunity to fight crime confidentially. If you believe that you have information concerning a serious crime or felony suspect, call Crime Stoppers at **(818) 507-STOP** (818 507-7867) to speak with an operator. The operators do not need your name or phone number. If your information leads to an arrest, your crime tip could earn you up to a \$1,000 reward.



Security and Access to Campus Facilities

Glendale Community College Administrative Regulation 3501: Campus Security and Access, states that during business hours, the District will be open to students, parents, employees, contractors, guests, and invitees. Normal business hours are defined as the regular hours of operation including scheduled classes and events. Generally, during the hours between midnight and 6:00 a.m., access to all District facilities is approved by admittance via the College Police. In the case of periods of extended closing, such as an emergency, the District will admit only those with prior written approval to all facilities. The Facilities Department is generally responsible for securing campus buildings during the weekdays, while the College Police is generally responsible for securing campus buildings during weekends and holidays. College keys are provided only to authorized individuals.

Glendale Community College does not have residential housing on its campuses.

Security Considerations in the Maintenance of Campus Facilities

The Facilities Department maintains the general campus infrastructure to include such things as lighting replacement/repair, exit sign light repair, walkway and clock maintenance, refuse collection and landscaping. The Facilities Department is located on the Main (Verdugo) Campus inside the Health Sciences and Technology building on the 2nd floor. They may also be reached by phone at (818) 240-1000 ext. 5555. Problematic areas may be reported to administrators, College Police, faculty, or staff as well.

Glendale Community College Police Department

Authority

Police officers of the Glendale Community College Police Department are sworn peace officers of the State of California who have met the background and training requirements of the California Commission on Peace Officer Standards and Training (P.O.S.T.). College police officers are authorized by section 830.32(a) of the California Penal Code and 72330 of the Education Code. They possess the same authority, and adhere to the same state-mandated standards, as municipal police officers. Therefore, under California law, the officers' jurisdiction extends to any place in the State of California for the purpose of performing their primary duty or when making an arrest pursuant to California Penal Code Section 836. However, officers concentrate their efforts on the various campuses and the public areas that are adjacent to them.

Glendale Community College Police Officers may work in uniform or in plain-clothes. They provide a full-range of police services, including but not limited to: emergency responses; preventative patrols; initial investigation of observed, reported, or suspected crimes;

enforcement of all applicable laws and administrative regulations; follow-up investigations; crime prevention; community liaison; VIP/dignitary protection; special event security; traffic enforcement and traffic collision investigation; parking enforcement; and campus escorts for students, employees and visitors. Persons arrested by the College Police will be processed in accordance with prevailing practices in Los Angeles County, which can include citation and release or booking at the City of Glendale Police Jail or Los Angeles County Jail. Criminal investigations may be submitted to the Los Angeles County District Attorney's Office for filing consideration.

The College Police Department also employs Communication and Records Specialists who provide valuable support services including, but not limited to; handling emergency phone calls, providing police communication, providing customer and counter service, maintaining police records, providing parking information and accepting lost and found property. Dispatchers also work closely with campus officials on the annual AQMD report. Similarly, Police Cadets assist with parking, traffic control, vehicle jump starts and escort services for students, employees, and visitors. The College Police Cadets are students who also assist with observing and reporting suspected criminal activity. Cadets and Communication and Records Specialists do not have the authority to make arrests pursuant to Penal Code section 836, but may make "private persons" arrest pursuant to Penal Code section 837.

Working Relationships with Law Enforcement / Memorandum of Understanding

The Glendale Community College Police Department enjoys a positive and close working relationship with the City of Glendale Police Department, sharing proximity, geographic jurisdiction and mutual-aid assistance. The Glendale Police Department is notified regarding criminal activity on campus as soon as is possible. The College Police Department also works with the Los Angeles County Sheriff's Department, other law enforcement agencies in the local San Gabriel area, and State agencies such as the California Highway Patrol. A Memorandum of Understanding (MOU) is in place between the Glendale Community College Police Department and Glendale Police Department.

College Police Services

Escorts

The College Police Department offers escorts to students, employees, and visitors. Contact the College Police Department at (818) 551-5205 or campus extension 5205 to request an escort.

Public Safety Presentations

The Glendale Community College Police Department offers and/or participates in various presentations throughout the year including Emergency Preparedness, CERT (Community Emergency Response Team) training, Campus Safety Orientations, Dating Violence, Domestic Violence, Sexual Assault and Stalking Primary and Ongoing Prevention and Awareness presentations and campaigns, Financial Survival Week and Dealing with Difficult People presentations. These presentations are open to all students and employees. Contact the College Police Department for more information or to request a presentation for your class or department.

Lost and Found

All lost and found items should be turned in or claimed at the College Police Department located on the Main (Verdugo) Campus Sierra Madre Building Room 153 during business hours from 8am to 6pm Monday through Friday. Clothing items and containers with food or liquids are not accepted. Please be prepared to present a photo identification to claim your property. Items turned in as lost and found will be held for a period of at least ninety days before any disposition is attempted.

Emergency Call Boxes

Emergency Call Boxes (ECB's) are located on the Main (Verdugo) and Garfield campuses, in or adjacent to several campus parking lots or buildings. They are linked by telephone lines to the College Police Department dispatch center. Follow the instructions on the box. When the button is pushed and the ECB is activated, it alerts the police dispatcher that someone has activated the ECB. Wait for the dispatcher to contact you. You may then speak into the box as if you are using a speaker phone. If, for any reason you are unable to talk into the ECB, you can summon assistance by just pushing the button and waiting next to the ECB. Police personnel are dispatched to the ECB each time it is activated. There are no ECB's at the PDC Campus at this time.

Daily Crime Log

A Daily Crime Log listing crimes reported to the College Police Department and other campus security authorities that occur within the department's patrol jurisdiction is available for viewing upon request at the College Police Department front desk located in the Main (Verdugo) Campus Sierra Madre Building, Room 153. Information regarding the nature of the crime, date/time occurred (if known), date/time reported, general location, and disposition (if known) can be viewed. The logs are available for public viewing Monday through Friday during normal business hours, except for days when the college is closed. The log is updated within two business days of a crime(s) being reported. In some

cases, disclosure of information may be prohibited by law or information may be withheld if disclosure of the crime log would jeopardize the confidentiality or safety of a victim, would jeopardize an ongoing investigation, would cause a suspect to flee or evade detection, or would result in the destruction of evidence.

Safety Brochures

The College Police Department offers various brochures to members of the campus community regarding crime prevention, identity theft protection, sexual assault, domestic violence and stalking. The brochures are available upon request at the College Police Department located on the Main (Verdugo) Campus Sierra Madre Building Room 153.

District Policies

Weapons on Campus (Administrative Regulation 3530)

Except as legally authorized for duly appointed peace officers, weapons are not allowed on Glendale Community College campuses at any time. This prohibition includes but is not limited to explosives, firearms, replica firearms, pellet guns, BB guns, Tasers, batons, knives, dirks, daggers, ice picks, razors, or other dangerous objects. Persons bringing weapons to campus may be subject to arrest and/or disciplinary sanctions.

Smoking on Campus (Administrative Regulation 3570)

It is the policy of the Glendale Community College District not to allow smoking on campus. This policy pertains to students, faculty, staff, administrators, visitors, and the general public.

This policy shall apply to all owned or leased Glendale Community College facilities and all owned or leased District vehicles. This policy shall also apply to electronic cigarettes or other imitation cigarette devices. The College Police are authorized by the Board of Trustees to enforce this policy and issue citations consistent with CA Gov. Codes 7596-7598.

Skateboarding/Rollerblading/Bicycles and Motorcycles on Campus (Board Policy 6750)

No person shall ride a skateboard, roller-skates, rollerblades or non-motorized scooter on District property. No person shall operate a bicycle in excess of 5 mph while on District property. Bicycles and motorized bicycles shall not be operated on pedestrian walkways or in buildings. Bicycles and motorized bicycles must park only in designated areas.

Motorcycles are not permitted to drive in any area that motor vehicles are prohibited from entering except designated motorcycle parking areas.

Animals on Campus Policy (Board Policy 3535)

Glendale Community College is committed to providing its employees, students, and visitors with a healthy environment in which to work and study. No animals are allowed on campus except those animals that are individually trained to provide services to individuals with disabilities.

Security Awareness Programs for Students/Employees

The College Police Department works closely with members of our campus community to make Glendale Community College a safer place. The sharing of information through crime alerts, department and committee meetings, all campus e-mails, Twitter, Facebook, and El Vaquero articles also helps to create a better-informed campus community. Like all communities however, members should take an active role to assist with their own safety and the safety of others. Lock your vehicles and offices when not in use; report the presence of suspicious persons to the College Police; walk with friends or known associates after an evening class or call the College Police for an escort. You may wish to carry a small flashlight and a whistle. The following Security Awareness Programs are designed to encourage students and employees to be aware of their responsibility for their own security and the security of others.

Security Procedure and Practices Programs

Glendale Community College participates in the “Great California Shakeout” (statewide earthquake drill) once a year every October. Participating students and employees receive helpful information towards earthquake preparedness, and are encouraged to practice “Drop, Cover and Hold On” procedures on the day and time of the drill while in their classrooms or offices.

The College Police Department also holds Emergency Preparedness presentations for both students and employees multiple times through-out the year on all campuses. Topics covered include, but are not limited to, building evacuations, structure fires, earthquakes, and active shooter response procedures.

Programs that Encourage the Campus Community to Look After Each Other.

As stated above, during the Great California ShakeOut earthquake drill, participating classrooms and offices are also encouraged to evacuate the buildings they are in, provide assistance to those in need and assemble in their building’s designated evacuation area.

A “Dealing with Difficult People” presentation is typically held once a year or upon request to employees on the Main (Verdugo), Garfield, and Professional Development Center campuses. These classes address de-escalation techniques for employees, how to identify and respond to when another person needs assistance and policies and procedures concerning student disciplinary referrals.

Primary and Ongoing Dating Violence, Domestic Violence, Sexual Assault and Stalking Prevention and Awareness Programs and Campaigns are offered to new and existing students and employees, typically during the beginning of the fall and spring semesters. These presentations offer risk reduction and bystander intervention information on how individuals can be responsible for their own security and the security of others.

To learn more information or to request a security awareness presentation for your class or department, please contact the College Police Department at (818) 551-5205.

Crime Prevention Programs for Students/Employees

The “Financial Survival Week” is presented once a year to both students and employees. Members of the campus community (administrators, teaching faculty, counseling faculty, staff, and public safety) provide valuable insight regarding financial security, privacy issues, and identity theft prevention. The Financial Survival Week has multiple presentations spanning throughout the week. Identity Theft and Fraud presentations provide tips and prevention information employees and students can use to avoid becoming a victim of these crimes.

Campus Safety Orientation presentations are typically given twice a year during the International Student Orientation before the start of the spring and fall semesters. Important safety information is provided which includes but is not limited to, dating violence, domestic violence sexual assault and stalking primary prevention and awareness, theft prevention regarding how to protect personal belongings, including vehicles and bicycles, as well as emergency preparedness procedures and College Police services.

Primary Prevention and Awareness information regarding dating violence, domestic violence, sexual assault, stalking, and harassment is provided to new students as part of online orientation. Information on College police services and the student code of conduct is provided as well.

Primary and Ongoing Dating violence, Domestic Violence, Sexual Assault and Stalking Prevention and Awareness Programs and Campaigns are also offered to new and existing students and employees typically during the beginning of the fall and spring semesters. Risk reduction strategies that can aid in the prevention of these crimes are also included.

Law Enforcement at Non-campus Officially Recognized Organizations

Glendale Community College does not have any officially recognized student organizations with non-campus locations or housing facilities. College police officers, communication and records specialists, and cadets do not provide law enforcement services to off-campus fraternity, sorority, or associated student body organizations. Criminal activity that occurs off-campus which involves students or recognized student groups falls under the jurisdiction of local law enforcement. However, as noted earlier, criminal activity that occurs at a Glendale Community College sponsored function should be reported to the College Police as well as the local police agency having jurisdiction over the location of occurrence.

Controlled Substances and Alcoholic Beverages

Alcohol Policy

In accordance with Administrative Regulations 5500: Standards of Student Conduct and 7331: Employee Drug Free Workplace, Glendale Community College maintains a Drug Free Workplace and “prohibits the use, possession, or distribution of narcotics, other legally controlled substances, or alcoholic beverages on college property and/or at all functions, both on or off-campus except as expressly permitted by law and Glendale Community College regulations”. Any student or employee found in violation of these policies may be subject to arrest, citation, and/or disciplinary action. Disciplinary sanctions may include suspension, expulsion or discharge from employment.

In addition, it is a misdemeanor to sell, furnish, give, or cause to be sold, furnished or given away, any alcoholic beverage to a person under 21 or any obviously intoxicated person, and no one under 21 may purchase alcoholic beverages. It is also unlawful for any person under 21 to possess alcoholic beverages on any street or highway, or in any place open to the public. The College Police Department will strictly enforce all state laws relating to underage drinking and/or possession.

Illegal Drug Possession, Use, Sale, Enforcement

The possession, use, sale, manufacture and/or distribution of controlled substances are unlawful under both State and Federal laws as well as a violation of College Administrative Regulation 5500 Standards of Student Conduct and 7331 Employee Drug Free Workplace.

All Federal and State drug laws are strictly enforced by the College Police Department. Drugs considered to be controlled substances are listed in Schedules I through V of the Controlled Substances Act (29 U.S.C. 812) and are further defined by Regulations 21 CFR 1308.11 through 1308.15.

Drug and Alcohol Abuse Education Programs

The abuse of alcohol and drugs can produce harmful levels of intoxication and physical symptoms such as hangovers, blackouts, impaired motor function, damage to the liver, stomach, intestine, cardiovascular system, brain and neurological systems, to the point of addiction and in some cases, even death. Alcohol and illegal drugs are not only toxic to the body, but may also result in the transmission of infections associated with intravenous drug use such as HIV and hepatitis. Pregnant women risk fetal damage and birth defects including hyperactivity, neurological abnormalities, and development difficulties. The use of these substances can also result in family, social and psychological problems, as well as intellectual impairment which may be permanent.

The College has services related to drug use and alcohol abuse which includes counseling services, referrals to outside resources and employee drug free work workplace online training courses. Information brochures and pamphlets, substance abuse referral resources, counseling, as well as additional information on chemical dependency and substance abuse prevention, are available at the Health Center. The Health Center is located on the Main (Verdugo) Campus, first floor San Rafael Building. Contact (818) 240-1000 ext. 5909 for more information.

Further information and brochures on drug and alcohol dependency may also be obtained from the Drug and Alcohol Studies Department located on the Main (Verdugo) Campus Health Sciences and Technology Building third floor. Contact (818) 240-1000 ext. 5513 for more information. The above information and services are available to both students and employees. Enrolled non-credit students may also obtain community resource referrals for substance abuse treatment programs at the Garfield Campus, Tropico Building Room 200. Contact (818) 240-1000 ext. 5035 or ext. 5678 after 4:30 p.m. for more information.

If you have additional questions regarding college policies and regulations, please contact the Student Affairs Office in the J.W. Smith Student Center on the Main (Verdugo) Campus.

Disclosures to Alleged Crime Victims of Violence or Non-forcible Sex Offenses

Glendale Community College will, upon written request, disclose to the alleged victim of a crime of violence, or a non-forcible sex offense (incest or statutory rape), the report on the results of any disciplinary proceeding conducted by the College against a student who is the alleged perpetrator of such crime or offense. If the alleged victim is deceased as a result of the crime or offense, the next of kin of the victim shall be treated as the alleged victim. Glendale Community College will provide the results of the disciplinary hearing to the victim's next of kin if so requested.

Emergency Response and Evacuation Procedures

The campus community will be immediately notified upon confirmation of a significant emergency or dangerous situation that poses an immediate threat to the health or safety of students and employees on the campuses.

Students and employees may be directed to evacuate and assemble in safe locations depending on the type, size and location of the emergency. Similarly students and employees may be directed to “shelter-in-place” also depending on the type of emergency.

Further information detailing procedures for specific emergencies are also listed in Glendale Community College’s Emergency Procedures Guide. Emergency Procedures Guides are located in classrooms and offices, typically posted near the main entrance of each room. An Emergency Procedures Guide is also available for viewing upon request from the College Police Department, or may be viewed online at www.glendale.edu/emergencyprocedures. Building evacuation routes are also posted in campus buildings.

To report an emergency contact the College Police Department directly at 818 409-5911, ext. 4000 from a campus phone or by dialing 9-1-1. You may also use the nearest emergency call box, or activate the nearest fire alarm pull station in cases of fire or smoke.

Confirmation of Significant Emergencies or Dangerous Situations

Glendale Community College police officers and supervisors have received training in the Incident Command System (ICS), Standardized Emergency Management System (SEMS) and National Incident Management System (NIMS) models for emergency response. If a serious incident were to occur on campus that causes an immediate threat or possible threat to the campus community, the College Police Department would assume the initial responsibilities, including but not limited to; response, confirmation of the emergency, scene containment, coordination of resources, investigation and follow-up, as well as documentation of the incident.

Additionally, mutual-aid assistance may be summoned from outside law enforcement or public safety resources, including but not limited to; the Glendale Police Department, Glendale Fire Department, Los Angeles County Sheriff’s Department, Area-C Mutual-Aid agencies, Los Angeles County Fire Department and the California Highway Patrol.

Glendale Community College has also requested the Glendale Police Department to notify the College Police if they learn of any situation that may require an emergency response.

Notifying the Appropriate Segments of the Campus Community

The Chief of Police in conjunction with the Office of the Superintendent/President will determine what information to release about the situation and appropriately notify the affected persons.

Affected persons may be notified through the “Nixle” emergency notification text system, campus phone intercom system, campus email, social media (Facebook, Twitter), electronic message signs, campus television screens, in person from first responders, and/or emergency vehicle PA systems. Depending on the type, size and nature of the emergency, the campus community may be notified if there is a likelihood the entire campus would be affected. However, in other confined and limited emergencies, only individuals in a specific area or building may be notified.

When the College follows its emergency notification procedures, it is not required to issue a timely warning based on the same circumstances; however, the college will provide adequate follow-up information to the community as needed.

Emergency Notification Content

As stated above, the Chief of Police in conjunction with the Office of the Superintendent/President are responsible for determining the content of the information released. Factors that may be taken into consideration regarding the content are the facts and circumstances known at the time about the emergency, the potential persons affected by the emergency, appropriate information to release, and if any information should be disseminated at different points in time.

Initiating the Notification Systems

There are different departments and authorized individuals who have the ability to initiate the notification systems described above. Members of the College Police Department, Public Information Office and the Information Technology and Services Department (ITS) are some of the departments that have the ability to use different notification systems.

Mandatory Statement

The Department of Education Handbook for Campus Safety and Security Reporting requires the statement that Glendale Community College will, without delay, and taking into account the safety of the community, determine the content of the notification and initiate the notification system, unless issuing a notification will, in the professional judgment of responsible authorities, compromise efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency.

Titles/Organizations Responsible for Emergency Procedures Described Above

- College Police Department
- Chief of Police
- Office of the Superintendent/President
- Information Technology Services (ITS)
- Public Information Office

Disseminating Information to a Larger Community

If residents of the surrounding neighborhoods that border the campuses become affected by a serious or ongoing threat occurring on campus, notification may be made through the City of Glendale Police Department reverse 911 phone system, Nixle mass text email system, city email and/or personal contact. The City of Glendale is responsible for determining the content of the notification and disseminating that information to the larger community.

Testing Emergency Response and Evacuation Procedures

Scheduled evacuation drills, and/or tabletop exercises are conducted on the Main (Verdugo), Garfield, and Professional Development Center campuses at least once a year. Students and employees learn the locations of the designated evacuation areas, and are given information on evacuation procedures and told when it is safe to return to the buildings. Evacuation drills may be announced or unannounced. A test of the “Nixle” emergency notification system is also conducted a minimum of once a year.

Tabletop and evacuation drills include exercises are conducted in coordination with the Glendale Police Department and/or Glendale Fire Department as well as other departments on campus.

Follow-through activities are held after the evacuation and table top drills where participating agencies provide input on how to improve the emergency procedures that are currently in place. The drills and/or table top exercises are designed to assess how personnel meet their responsibilities during the drill. The drills also evaluate the emergency plans in place for the College, and whether or not adjustments are needed to improve those plans.

Publicizing Emergency Response and Evacuation Procedures

To keep the campus community informed of the emergency procedures in place, a link to the current Glendale Community College Emergency Procedures Guide and/or emergency procedure information is emailed and/or sent by the Nixle emergency

notification text messaging system a minimum of one time per year in conjunction with the evacuation drills.

Documenting Drills

All evacuation drills and/or table top exercises are documented and contain a description of the drill, the date and time it was held, and whether it was announced or unannounced.

Evacuation Areas

Main (Verdugo) Campus

- Sartoris Field
- Vaquero Plaza
- Lot F
- Central Receiving Loading Dock
- Lot B
- Life Skills Parking Lot
- Lot D
- Tennis Courts

Garfield Campus

- Chevy Chase Medical Center Parking Lot
- north Garfield Ave. sidewalk between Adams St. and Chevy Chase Dr.
- southeast corner of Adams St. and Acacia Ave.
- Windsor Mini-Park
- Chevy Chase Baptist Church

Professional Development Center Campus

- Rear on campus parking lot at Broadview Drive and Buena Vista St
- Glendale City Parking Lot at Wickham and Honolulu Ave

Emergency Notification System “Nixle”

To receive emergency text message notifications via the Nixle emergency notification system, please text GO GCCALERT to 888777 to subscribe. Messages will only be sent in cases of an emergency, emergency drills and/or timely warnings (crime bulletins). There is no cost to subscribe, however, standard message rates may apply.

Policies, Programs and Procedures: Sexual Assault, Domestic Violence, Dating Violence and Stalking

Under Board Policy and Administrative Regulation 3540: Sexual and Other Assaults On Campus, any sexual assault or physical abuse, including, but not limited to, rape, domestic violence, dating violence, sexual assault or stalking as defined by California law, whether committed by an employee, student, or member of the public, occurring on District property, in connection with all the academic, educational, extracurricular, athletic, and other programs of the District, whether those programs take place in the District's facilities or at another location, or on an off-campus site or facility maintained by the District, or on grounds or facilities maintained by a student organization *or in a District vehicle*, is a violation of District policies and regulations, and is subject to all applicable punishment, including criminal procedures and employee or student discipline procedures.

Educational Programs and Campaigns

Glendale Community College offers programs that promote awareness and educate students and employees about preventing dating violence, domestic violence, sexual assault and stalking. These programs are defined as comprehensive, intentional and integrated programming, initiatives, strategies and campaigns intended to end dating violence, domestic violence, sexual assault and stalking that are culturally relevant, inclusive of diverse communities and identities, sustainable, responsive to community needs, informed by research or assessed for value, effectiveness or outcome, and consider environmental risk and protective factors as they occur on the individual, relationship, institutional, community, and societal levels.

Glendale Community College works with local outreach organizations to assist in these programs. Organizations may include, but are not limited to; Peace Over Violence, YWCA, Crystal Clear, Louder Than Words, and the GCC Feminist Society.

Primary Prevention and Awareness Programs

Primary Prevention Programs are defined as programming, initiatives and strategies intended to stop dating violence, domestic violence, sexual assault and stalking before they occur through the promotion of positive and healthy behaviors that foster healthy, mutually respectful relationships and sexuality, encourage safe bystander intervention, and seek to change behavior and social norms in healthy and safe directions.

Awareness programs are defined as community-wide or audience-specific programming, initiatives and strategies that increase audience knowledge, and share information and resources to prevent violence, promote safety and reduce perpetration.

Glendale Community College offers Primary Prevention and Awareness Programs to new and incoming students and employees. These programs may range from;

- written information brochures provided during “in-person” new student orientations,
- multi-media modules for the new student online orientation,
- “in-person” presentations for new International Student Orientation,
- online multi-media modules offered to new employees through the Human Resources training webpage,
- “in-person” presentations during faculty and classified staff institute days and/or
- written information brochures provided during faculty and classified staff institute days.

The content of Primary Prevention and Awareness Programs includes the following elements;

Statement of Policy

A statement that Glendale Community College prohibits the crimes of dating violence, domestic violence, sexual assault and stalking as those terms are defined for purposes of the *Clery Act* (local jurisdiction definitions are provided during Primary and Ongoing Prevention and Awareness Programs and Campaigns).

Definitions

Sexual Assault: An offense that meets the definition of rape, fondling, incest, or statutory rape as used in the FBI’s UCR program.

Sex Offenses: Any sexual act directed against another person, without the consent of the victim, including instances where the victim is incapable of giving consent.

- Rape- The penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim.
- Fondling – The touching of the private body parts of another for the purposes of sexual gratification without consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity.
- Incest – Sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.

- Statutory Rape – Sexual intercourse with a person who is under the statutory age of consent.

In California, Sexual Assault: Means any non-consensual sexual act, including those acts when the victim lacks capacity to consent. Sexual assault is any forced, coerced, unwanted sexual contact. While there are specific legal definitions of rape and sexual assault in the California Penal Code (including but not limited to PC 261, 243.4, 220, 269, 285, 286, 288, 289, 311.3), sexual violence is best understood as a broader continuum of unwanted non-mutual sexual activities that range from subtle to extremely violent. Sexual assault can include, but is not limited to, the concepts of rape, sexual threats and intimidation, incest, sexual assault by intimate partners, child sexual abuse, human sexual trafficking, sexual harassment, street harassment and other forms of unwelcome, coerced or non-consensual activity. The terms *sexual violence* and *sexual abuse* are also often used to describe the wide range of activities that constitute sexual assault.- California Coalition Against Sexual Assault.

Consent (in reference to sexual activity): In California, consent means “affirmative consent”. Affirmative consent means affirmative, conscious and voluntary agreement to engage in sexual activity. It is the responsibility of each person involved in the sexual activity to ensure that he or she has the affirmative consent of the other, or others, to engage in the sexual activity.

- Lack of protest is not the same as consent.
- Lack of resistance is not the same as consent.
- Silence is not the same as consent.

Affirmative consent must be ongoing throughout a sexual activity. Affirmative consent can be revoked (taken back) at any time, including during a sexual encounter.

The existence of a dating relationship between the persons involved, or the fact of past sexual relations between them, should never by itself be assumed to be an indicator of consent.

Affirmative consent does not exist if a person engages in sexual contact when the other person is:

1. Asleep or unconscious.
2. Incapacitated due to the influence of drugs, alcohol, or medication, so that the other person could not understand the fact, nature or extent of the sexual activity.
3. Unable to communicate due to a mental or physical condition.

Domestic Violence: A felony or misdemeanor crime of violence committed

- by a current or former spouse or intimate partner of the victim;
- by a person with whom the victim shares a child in common;
- by a person who is cohabitating with or has cohabitated with the victim as a spouse, or intimate partner;
- by a person similarly situated to a spouse of the victim under the domestic or family violence laws where the violence occurred;
- 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 in which the crime of violence occurred.

In California, Domestic Violence is defined under Penal Code section 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 that 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) of Section 243.
- (4) The mother or father of the offender's child.

Dating Violence – Defined as violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim.

- The existence of such a relationship shall be determined based on the reporting party's statement and with consideration of the length of the relationship, the type of relationship,
- For the purposes of this definition, dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse.
- Dating violence does not include acts covered under the definition of domestic violence.

- Any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.

In California, Dating Violence is defined under Penal Code section 243(e)(1)

When a battery is committed against a spouse, a person with whom the defendant is cohabiting, a person who is the parent of the defendant's child, former spouse, fiancé, or fiancée, or a person with whom the defendant currently has, or has previously had, a dating or engagement relationship.

Stalking – 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 to
- suffer substantial emotional distress.

For the purposes of this definition:

- *Course of conduct* means two or more acts, including, but not limited to, acts in which the stalker directly, indirectly, or through third parties, by any action, method, device, or means, follows, monitors, observes, surveils, threatens, or communicates to or about a person, or interferes with a person's property.
- *Reasonable person* means a reasonable person under similar circumstances and with similar identities to the victim.
- *Substantial emotional distress* means significant mental suffering or anguish that may, but does not necessarily, require medical or other professional treatment or counseling.
- Any incident meeting this definition is considered a crime for the purposes of Clery Act reporting.

In California, Stalking is defined under Penal Code Section 646.9(a)

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.

Bystander Intervention

Bystander intervention is defined as safe and positive options that may be carried out by an individual or individuals to prevent harm or intervene when there is a risk of dating violence, domestic violence, sexual assault or stalking.

Bystander intervention focuses on helping individuals understand and become more sensitive to crimes of dating violence, domestic violence, sexual assault and stalking by providing prevention and interruption skills. The bystander role includes interrupting situations that could prevent an assault before it happens. It involves speaking out against social norms that support these crimes, recognizing situations of potential harm, understanding institutional structures and cultural conditions that facilitate violence, overcoming barriers to intervening, identifying safe and effective intervention options, and taking actions to intervene.

The following are bystander strategies that may be utilized.

- Bystanders should notice the incident taking place and should evaluate the situation to determine whether or not it is an emergency.
- Determine if someone needs assistance.
- Assume responsibility. Be ready to intervene even if others do not.
- Speak up if you see someone intentionally getting someone else drunk.
- Speak up if you see a friend leaving with someone he/she knows is drunk.
- Remind friends that sexual contact with an intoxicated person is against the law.
- Attempt to help. This may include helping a person to leave the situation, confront a behavior, diffuse a situation, or call for other support/security.
- Approach everyone in a respectful manner. Avoid using violence. Be honest and direct whenever possible. Recruit help if necessary. Keep yourself safe. Call the police any time that you feel it is necessary
- If you choose to intervene, distractions or diversions may be viable strategies that can stop an aggressor from continuing his/her actions.

Risk Reduction

Risk reduction are options designed to decrease perpetration and bystander inaction, and to increase empowerment for victims in order to promote safety and to help individuals and communities address conditions that facilitate violence.

- Walk with friends or with others to and from classes. Contact the College Police for an escort at (818) 551-5205.
- Be aware of your surroundings. Do not focus/text on your cell phone while walking.

- Have your car keys ready. Do not focus your attention on searching through your purse/backpack. Check your backseat before entering your vehicle.
- Do not get into person(s) vehicles who may offer you a ride back to your vehicle to take your parking space. Do not pick up person(s) to give them a ride back to their parking space.
- During the early stages of dating, consider dating with a group of those you know. Go with a friend and be responsible for each other. Have a pre-planned signal to let your friend know that you want to leave or need help.
- When dating, consider letting a friend know who you are dating, where you are going, and what time you plan to return.
- Communicate clearly and often to your partner.
- Control your alcohol; don't let it control you. Drink responsibly or not at all. Do not abuse substances that might hinder your ability to think clearly or act quickly.
- Be willing and able to say "No."
- It's never too late to say "No."
- Don't be embarrassed or ashamed to say "No" or ask someone to stop.
- Verbalize your expectations with your date. Talk about boundaries.
- Trust your instincts. Guard your personal space. If someone makes you uncomfortable, remove yourself from the situation.

Further information regarding steps to take after an assault and the procedures the College will follow are also included in the Primary Prevention and Awareness Programs and are explained later in this section.

Ongoing Prevention and Awareness Campaigns

In addition to the Primary Prevention and Awareness Programs provided to incoming students and new employees, Glendale Community College also provides Ongoing Prevention and Awareness Campaigns for current students and employees.

Ongoing Prevention and Awareness Campaigns means programming, initiatives and strategies that are sustained over time. The programming, initiatives and strategies must also focus on increasing the understanding of topics relevant to and skills for addressing dating violence, domestic violence, sexual assault and stalking, using a range of strategies with audiences throughout the institution.

Ongoing Prevention and Awareness Campaigns meet the same standards as the Primary Prevention and Awareness Programs provided to incoming students and new employees, as described above.

Each year the College Police Department hosts Ongoing Prevention and Awareness presentations regarding domestic violence, dating violence, sexual assault and stalking, typically during the spring and fall semesters. These presentations are made in conjunction with community based organizations such as Peace Over Violence and/or the Glendale YWCA and are offered during the “college hour” (when no classes are scheduled) to allow for the maximum amount of participation from the campus community.

These in-person presentations may also be offered to individual classes, departments, athletic teams or student organizations/clubs as well. To requests a presentation for your class, department, team or organization contact the College Police at 818 551-5205.

These presentations also cover the prohibition of dating violence, domestic violence, sexual assault and stalking, the definitions of these crimes in the state of California, as well as the meaning of “consent” in referenced to sexual activity. Positive bystander intervention methods, risk reduction tips, and information on the College’s policies and procedures after these crimes have occurred are also included.

Other Ongoing Prevention and Awareness Campaigns that may be offered include those by; “Crystal Clear: A Public Art Project and Exhibition to Stop Sexual Assault”. A series of events and presentations which include;

- round-table discussions
- quilting workshops and art exhibitions organized by the artist activist collaborative Louder Than Words in conjunction with the GCC Art Gallery
- “What is Rape Culture” – a discussion moderated by Peace Over Violence

Additionally, during Sexual Assault Awareness Month, the GCC Feminist Society may offer a series of lectures and events regarding different topics related to sexual assault including;

- The affect of sexual assault on women of color, women with disabilities and women in the LGBTQ community
- Rape and sexual assault in television and film
- Denim Day events, and
- Rape Culture on College Campuses

Further events include “Engaging Men”, a theater performance and work shop presented by Artist Collaborative Louder Than Words and Peace Over Violence, designed to encourage men to stand as leaders and allies in the movement to prevent violence against women and girls.

Viewings of the movie, “The Hunting Ground”, a documentary examining sexual assaults on college campuses across the United States may also be promoted by the College and offered to members of the campus community.

All student/employee campus emails, social media posts, posters, website posts, campus TV screens and electronic message screens are different communication methods that may be used to promote both Primary and Ongoing Prevention and Awareness Programs and Campaigns.

The College Police Department also provides written literature on domestic violence, sexual assault, stalking and the rights of crime victims (Marsy’s Law). Los Angeles County District Attorney pamphlets regarding these crimes and rights are available at the College Police Department located on the Main (Verdugo) Campus, Sierra Madre Building Room 153.

In addition to the written literature, the College Police Department also provides safety escorts to all students, employees, and visitors. Please contact (818) 551-5205 to request an escort.

Anonymous help and mental health counseling can be obtained through the Main (Verdugo) Campus Health Center as well. The Health Center also offers written literature and videos relating to the understanding and identifying of date rape and abusive relationships.

Procedures Victims Should Follow in the Case of Alleged Dating Violence, Domestic Violence, Sexual Assault, or Stalking

The first priority for a victim of a dating violence, domestic violence, sexual assault or stalking, is to get to a place of safety. The victim should then obtain necessary medical treatment.

Preservation of Evidence

If you are a victim of dating violence, domestic violence, sexual assault or stalking, time is also a critical factor for the preservation of evidence that may be helpful for proving the criminal offense occurred or may be helpful in obtaining a protection order. Completing a forensic examination would not require someone to file a police report, however having a forensic examination will help preserve evidence in case you decide at a later date to file a police report. It is ideal to collect forensic evidence from the body within 72 hours.

- Do not wash your hands, bathe yourself, use the restroom, brush your teeth, or drink anything until a medical exam can be provided and evidence collected.
- Consider remaining in the clothing worn during the assault or putting the clothing in a paper bag (not plastic) so that it can be entered into evidence.
- Do not clean or straighten up the area where the assault occurred.
- Note names/descriptions of other people who may have witnessed, been present in the area or have knowledge of the assault.

Forensic examinations may be obtained at the San Gabriel Valley Medical Center located at 438 W. Las Tunas Drive, San Gabriel, Ca 91776. (877) 209-3049

How and to Whom the Alleged Offense Should be Reported

These crimes should be reported as soon as possible to the College Police Department direct dial (818) 409-5911 or campus extension 4000, or local area law enforcement (dial 911). You may also report the offense to;

- Dean of Student Affairs (818) 240-1000 ext. 5594
- Title IX Coordinator (818) 240-1000 ext. 5130
- Program Manager of Health Services (818) 240-1000 ext. 5189
- Dean of Student Services (818) 240-1000 ext. 5195
- Chief Human Resources Officer (818) 240-1000 ext. 5165
- Program Director of the Professional Development Center Campus (818) 957-0024
- Administrative Dean, Workforce Development, Continuing and Community Education of the Garfield Campus (818) 240-1000 ext. 5018

In addition to law enforcement and on campus resources, a victim may contact community organizations that assist victims of these crimes;

- Peace Over Violence (626) 793-3385 (West San Gabriel Valley), (213) 626-3393 (Central Los Angeles), and (310) 392-8381 (South Los Angeles)
- Sexual Assault Response Team (877) 209-3049
- YWCA (818) 242-1106
- RAINN-Rape/Abuse/Incest/National Network Hotline (800) 656-4673
- Rape Treatment Center Santa Monica-UCLA Medical Center (310) 319-4000
- East Los Angeles Women's Center Rape and Battering Hotline (800) 585-6231

Options to Notify Law Enforcement and/or Campus Authorities

A victim of dating violence, domestic violence, sexual assault or stalking has the option to report the offense directly to the College Police direct dial (818) 409-5911 or campus

extension 4000 or local area law enforcement (dial 911). Or, if the victim requests, college personnel will assist a victim by notifying the appropriate law enforcement authorities. Filing a police report will not obligate the victim to prosecute. A victim also has the option to decline to notify such authorities. The City of Glendale Police Department will be notified of any dating violence, domestic violence, sexual assault or stalking investigation that is reported to have occurred on the College campuses.

Protective Orders, Criminal/Civil Prosecution and Rights of Crime Victims

Where applicable, a victim may have the right to be notified of protection orders, no contact orders, or similar lawful orders issued by a criminal, civil, or tribal court, or by the College. Glendale Community College will honor, comply and enforce current and valid restraining orders and/or orders of protection. If and when an order of protection is violated, a victim should also immediately enforce that order by notifying the appropriate jurisdiction which issued it. In cases of violations of Emergency Protective Orders and Temporary Restraining Orders, a victim should immediately notify local law enforcement by calling 9-1-1.

- An Emergency Protective Order (EPO) is an order issued by a judicial officer upon request by a peace officer under *Family Code Section 6250*. The purpose of this order is to provide for immediate and short-term protection to victims of dating violence, domestic violence, sexual assault and stalking. Emergency Protective Orders may be obtained by a peace officer investigating a report of these crimes.
- Temporary Restraining Orders (TRO's) may be requested by a victim from the Los Angeles County Superior Court. The nearest Los Angeles County Superior Court location to the Glendale Community College campuses is located at 600 E. Broadway, Glendale, Ca. 91206. Applications for temporary restraining orders may be obtained at the Civil Department located in Room 279. (818) 265-6497.
- Criminal Prosecution: A victim may or may not request criminal prosecution. The Glendale Community College Police Department strongly encourages a victim to prosecute criminal acts, however they are under no obligation to do so. A victim may contact the Los Angeles County District Attorney's Office, 600 E. Broadway Room 280, Glendale, Ca. 91206, (818) 500-3593.
- Civil prosecution: A victim may also pursue civil remedies through the civil court system. You may contact the Los Angeles County Superior Court Civil Department 600 E. Broadway, Room 279, Glendale, Ca. 91206 or call (818) 265-6497 for more information.

- Rights of Crime Victims: Victims of crime or a family member of a victim have many rights throughout the criminal justice system. Information pamphlets regarding the Victims' Bill of Rights Act of 2008: "Marsy's Law" are available in the College Police lobby on the Main (Verdugo) Campus Sierra Madre Building Room 153, or at the Los Angeles County District Attorney's Office, 600 E. Broadway Room 280, Glendale, Ca. 91206, (818) 500-3593.
- Campus Orders of Protection: Under Board Policy and Administrative Regulation 3435: Discrimination and Harassment Investigations, the College may take measures to protect a complainant who reports being the victim of these crimes. These protective measures may include; prohibiting the accused individual from having any contact with the complainant, by providing escorts to ensure that the complainant can move safely between classes and activities, ensuring the complainant and alleged perpetrator do not attend the same classes or work in the same work area, and preventing offending third parties from entering the campus. Students may request these orders of protection from the College's Title IX Coordinator (818) 240-1000 ext. 5130 and employees may make requests to the Chief Human Resources Officer (818) 240-1000 ext. 5165.

Procedures Glendale Community College Will Follow In the Case of Alleged Dating Violence, Domestic Violence, Sexual Assault or Stalking

Protection of Confidentiality

Glendale Community College will maintain the identity of any alleged victim or witness or third party reporter of domestic violence, dating violence, sexual assault or stalking on District property, as defined above, in confidence unless the alleged victim or witness, or third party reporter specifically waives that right to confidentiality. All inquiries from reporters or other media representatives about alleged domestic violence, dating violence, sexual assaults or stalking on District property shall be referred to the District's Public Information Office, which shall work with the College Police Department to assure that all confidentiality rights are maintained.

Alleged victims of domestic violence, dating violence, sexual assault or stalking are also required to maintain any such information in confidence, unless the alleged assailant has waived rights to confidentiality.

To protect the privacy of the individuals involved, the District will not release names without the consent of those involved unless the release is essential to the health and safety of the victim, or the campus community, or in fulfillment of the legal obligations of the College.

The College will keep an investigation confidential to the extent possible, but cannot guarantee absolute confidentiality because release of some information on a “need-to-know-basis” is essential to a thorough investigation. When determining whether to maintain confidentiality, the College may weigh the request for confidentiality against the following factors; the seriousness of the alleged harassment; the complainant’s age; whether there have been other complaints about the same individual; and the accused individual’s rights to receive information about the allegations if the information is maintained by the College as an “educational record” under the Family Educational Rights and Privacy Act. The College will inform the complainant if it cannot maintain confidentiality.

It is important for a victim to know that certain information concerning details of the offense and the actual investigation of these crimes may be given to other College employees or to outside persons or organizations under contract with the College to investigate the offense.

Publicly Available Recordkeeping

The College will complete publicly available record keeping without the inclusion of personally identifying information about the victim. The College will redact (remove) names and other personal identifying information such as addresses, physical descriptions/date of birth, contact numbers, social security/driver’s license numbers from reports before it is released to other parties, including any Clery Act reporting and disclosures and entries in the Daily Crime Log.

Confidential Protective Measures

The College will also maintain as confidential any accommodations or protective measures provided to the victim, to the extent that maintaining such confidentiality would not impair the ability of the College to provide the accommodations or protective measures. The College may disclose information about a protective measure to an individual found to have engaged in domestic violence, dating violence, sexual assault or stalking when the protective measure/sanction directly relates to the victim. For example, the College may inform the accused individual they must stay away from the victim.

On/Off Campus Services

The College will provide written notification to students and employees about existing counseling, health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid, and other services available for victims, both within the institution and in the community.

On Campus Services

- Health and mental health counseling is available at the Health Center located on the Main (Verdugo) Campus, San Rafael Building first floor, (818) 240-1000 ext. 5909
- Community resource referrals for domestic violence programs are also available to enrolled non-credit students at the Garfield Campus, Tropic building, room 200, (818) 240-1000 ext. 5035, or ext. 5678 after 4:30 p.m.
- Visa/Immigrations services are available through the International Student Program Office located on the Main (Verdugo) Campus, San Rafael Building 2nd floor. 818 240-1000 ext. 5439, 6645 & 5440
- Student Financial Aid services are available through the Financial Aid Office located on the Main (Verdugo) Campus, San Fernando Complex room 110. 818 240-1000 ext. 5916
- Academic Counseling services are available through the Academic Counseling Center located on the Main (Verdugo) Campus, San Rafael Building 2nd floor. 818 240-1000 ext. 5918
- Extended Opportunity Programs and Services (E.O.P.S) for students who have been affected by economic, language, social and educational barriers is available at the EOPS Building located on the Main (Verdugo) Campus 818 240-1000 ext. 6900

Off Campus Services

- Peace Over Violence: (626) 793-3385 (West San Gabriel Valley), (213) 626-3393 (Central Los Angeles), and (310) 392-8381 (South Los Angeles)
- Peace Over Violence Stalking Hotline: (877) 633-0044
- East Los Angeles Women's Center Rape and Battering Hotline: (800) 585-6231
- Rape Treatment Center, Santa Monica-UCLA Medical Center: (310) 319-4000
- Sexual Assault Response Team (SART) San Gabriel Valley Medical Center (877) 209-3049

- The Glendale YWCA Domestic Violence Hotline (818) 242-1106
- Center for the Pacific Asian Family: (for Korean, Japanese language) (800) 339-3940
- The California Coalition Against Sexual Assault (916) 446-2520
- RAINN-Rape/Abuse/Incest/National Network Hotline (800) 656-4673
- The National Domestic Violence Hotline (800) 799-7233
- Los Angeles County District Attorney's Victim Assistance Program (800) 380-3811

Changes in Academic/Work/Living/Transportation Situation

The College will provide written notification to victims about options for, available assistance in, and how to request changes to academic, living, transportation, and working situations or protective measures following an alleged report of domestic violence, dating violence, sexual assault or stalking incident regardless of whether the victim chooses to report the crime to campus police or local law enforcement. The College is obligated to comply with a student's reasonable request for a living and/or academic situation change following an alleged sex offense.

Accommodations or protective measures may be made if they are requested and if they are reasonably available. While Glendale Community College does not have housing and while modes of transportation to the campus are generally voluntary, the Vice President of Student Services and/or the Chief Human Resources Officer are responsible for providing assistance to a student or employee to change such things as a change of class, assistance in working with instructors on "make up" assignments or tests, working with other college services on behalf of the student, allowing for the withdrawal of a class without a penalty, and change of work locations and/or work schedules for employees.

When making an accommodation or protective measure, the College will take necessary steps to minimize the burden on the victim. For example, it is not appropriate to remove a victim from a class while allowing an accused individual to stay.

When deciding what accommodations or protective measures to take, the College may look at different factors, including but not limited to; the specific need expressed by the victim, the age of the parties involved, the severity or pervasiveness of the allegations, any continuing effects on the victim and if the victim and accused individual share the same class or work location.

To request a student academic situation change please contact the Vice President of Student Services at (818) 240-1000 ext. 5130. To request a work situation change please contact the Chief Human Resources Officer (818) 240-1000 ext. 5165.

Where and How to File a Complaint

In addition to the reporting mechanisms described above, complaints alleging, dating violence, domestic violence, sexual assault or stalking may be filed with:

- Chief Human Resources Officer, Main (Verdugo) Campus 818 240-1000 ext. 5165
- Title IX Coordinator, Main (Verdugo) Campus Administration Bldg. Room 125 (818) 240-1000 ext. 5130

Complaints may be made orally or in writing within one year of the date of the alleged violation or the date on which the complainant knew or should have known of the facts underlying the complaint.

How the College Will Determine Which Type of Proceeding to Use Based on the Circumstances of an Allegation

Allegations involving dating violence, domestic violence, sexual assault and stalking involving students and/or employees will be assigned formal hearings.

Standards of Evidence

The standard of evidence used during an institutional disciplinary hearing arising from an allegation of dating violence, domestic violence, sexual assault or stalking will be a “preponderance of the evidence” standard. This standard is the same as is used in most civil courts, and is not the standard of beyond a reasonable doubt. The preponderance of the evidence means that the offense “more likely than not” occurred—i.e., greater than 50% likelihood.

In evaluation of complaints involving sexual assault, it is not a valid excuse that the accused believed the complainant consented if: (A) the accused’s belief arose from his or her own intoxication or recklessness, or (B) the accused did not take reasonable steps to ascertain whether the complainant affirmatively consented.

A complainant or witness who participates in an investigation of sexual assault, domestic violence, dating violence, or stalking will not be subject to disciplinary sanctions for a violation of the District’s student conduct policy at or near the time of the incident, unless the District determines that the violation was egregious, including but not limited to, an

action that places the health or safety of any other person at risk or involves plagiarism, cheating or academic dishonesty.

Sanctions

The District may seek to impose sanctions following a final determination of an institutional disciplinary proceeding regarding dating violence, domestic violence, sexual assault, and stalking. Possible sanctions include;

For students:

- Reprimand
- Los of Privileges
- Restitution
- Removal from Class
- Administrative Hold
- Suspension:
 - Summary: Interim suspension of a student for good cause up to 10 days
 - Disciplinary: Formal dismissal of a student for good cause up to 10 days and /or one or more school terms
- Expulsion

For employees:

- suspension without pay
- demotion to a lower class in which qualified
- reduction of pay step within class; and/or
- dismissal

Protective Measures

All reasonable and available protective measures may be provided if the victim requests them and if they are reasonably available, regardless of whether the victim chooses to report the crime to campus police or local law enforcement. All efforts will be made to minimize the burden on the victim. Protective measures may include but are not limited to;

- safety escorts
- giving “no contact” orders
- preventing offending third parties from entering campus
- adjusting class locations/schedules and or
- adjusting work office locations/schedules

Prompt, Fair and Impartial Process from the Initial Investigation to the Final Result

The College will make all efforts to complete proceedings within reasonably prompt timeframes according to the College's policy. Including a process that allows for the extension of timeframes for good cause, with written notice to the accuser and the accused of the delay and the reason for the delay.

The proceedings must be conducted in a manner that;

- is consistent with the College's policies and transparent to the accuser and the accused
- should include timely notice of meetings at which the accuser or accused, or both, may be present
- provides timely and equal access to the accuser, the accused and appropriate officials to any information that will be used during informal and formal disciplinary meetings and hearings
- is conducted by officials who do not have a conflict of interest or bias for or against the accuser or the accused

Proceedings Conducted by Trained Officials

These proceedings will be conducted by officials who receive annual training on the issues related to domestic violence, dating violence, sexual assault, and stalking, and how to conduct an investigation and hearing process that protects the safety of victims and promotes accountability. These trainings should address relevant evidence and how it should be used during a proceeding, proper techniques for questioning witnesses, basic procedural rules for conducting a proceeding and avoid actual or perceived conflicts of interest.

Same Opportunities to Have Others Present During Proceedings

The accuser and the accused will have the same opportunities to have others present during any institutional disciplinary proceeding, including the opportunity to be accompanied to any related meeting or proceeding by the advisor of their choice.

No limitations on the Choice of Advisor

The College may not limit the choice of advisor or presence for either the accuser or the accused in any meeting or institutional disciplinary proceeding; however the College may establish restrictions regarding the extent to which the advisor may participate in the proceeding, as long as the restrictions apply equally to both parties.

Timeline of Completion

The College will undertake the investigation step as promptly and swiftly as possible. To that end efforts will be made to complete the investigation process within 90 days after receipt of the complaint.

There are no anticipated timelines for student Campus Judicial Board hearings and/or employee Administrative Hearings. However all efforts are made to complete this process without unnecessary delay.

If the College imposes discipline against a student or employee as a result of the findings in its investigation, the student or employee may appeal the decision using the regulation for appealing a disciplinary decision. Appeal procedures may take up to 90 days based on the appeal procedures listed in Administrative Regulation 3435: Discrimination and Harassment Investigations.

Decision Making Process

The initial decision making process in evaluating complaints and sanctions for students is made by the Title IX Coordinator and/or appropriate Judicial Officer responsible for the specific campus the student is enrolled. The Campus Judicial Board is authorized to recommend a student's permanent expulsion from the College to the Superintendent/President based on a majority decision. The Campus Judicial Board is comprised of students, faculty members, classified staff members, and one administrator. The recommendation is forwarded to the Superintendent/President for review and confirmation. In cases where the sanction is expulsion, the Superintendent/President will automatically forward the case to the Board of Trustees which shall exercise final review and approval of all student expulsions. Any appeals will be in accordance with the appeal procedures stated in Administrative Regulation 3435: Discrimination and Harassment Investigations.

The Chief Human Resources officer shall make recommendations to the Superintendent/President for disciplinary actions against employees. The Superintendent/President may then make a "Recommendation for Personnel Action" to the Board of Trustees. An Administrative Hearing Panel will make a determination as to any disciplinary sanctions. Any appeals will be in accordance with the appeal procedures stated in Administrative Regulation 3435: Discrimination and Harassment Investigations.

Simultaneous Notification

The College will simultaneously notify, in writing, both the accuser and the accused of:

- The result of any institutional disciplinary proceeding that arises from an allegation of dating violence, domestic violence, sexual assault, or stalking
- The institution's procedures for the accused and the victim to appeal the result of the institutional disciplinary proceeding, if such procedures are available
- Any change of the result
- When such results become final.

Written Explanation of Rights

When a student or employee reports to the College that the student or employee has been a victim of domestic violence, dating violence, sexual assault, or stalking, whether the offense occurred on or off-campus, the College will provide the student or employee a written explanation of the student's or employee's rights and options as described above. A "Dating Violence, Domestic Violence, Sexual Assault and Stalking Policy, Procedures, Rights and Information" brochure is available at different departments on all campuses.

FERPA (Family Educational Rights and Privacy Act)

Compliance with these provisions does not constitute a violation of section 444 of the General Education Provisions Act (20 U.S.C. 1232g), commonly known as the Family Educational Rights and Privacy Act of 1974 (FERPA).

Terms

Proceeding: All actives related to a non-criminal resolution of an institutional disciplinary complaint, including, but not limited to, fact finding investigations, formal or informal meetings, and hearings. Proceeding does not include communications and meetings between officials and victims concerning accommodations or protective measures to be provided to a victim.

Result: Any initial, interim, and final decision by any official or entity authorized to resolve disciplinary matters within the institution. The result may include any sanctions imposed by the institutions.

Advisor: Any individual who provides the accuser or accused support, guidance, or advice.

Procedures for Disciplinary Proceedings

Glendale Community College is committed to providing a prompt, fair, and impartial process from the initial investigation to the final result for an institutional disciplinary

proceeding of reported domestic violence, dating violence, sexual assault or stalking. The District will investigate all complaints alleging these crimes under the procedures for sexual harassment investigations described in AR 3435: Discrimination and Harassment Investigations, regardless of whether a complaint is filed with local law enforcement.

Types of Disciplinary Proceedings

Glendale Community College has two types of disciplinary proceedings. Disciplinary proceedings for students and for employees. Both proceedings are formal in cases involving an alleged dating violence, domestic violence, sexual assault or stalking incident. Depending on the campus, the appropriate judicial officer or designee is responsible for conducting disciplinary proceedings involving students while the Chief Human Resources Officer or designee is responsible for conducting disciplinary proceedings involving employees.

Disciplinary proceedings for students will be conducted in accordance with Administrative Regulation 5500: Standards of Student Conduct, while disciplinary procedures for employees will be conducted in accordance with Administrative Regulations 7365: Discipline Procedures, 7367: Disciplinary Appeals, the Education Code (87666-87669 and 87732) and any collective bargaining agreements. Regardless of whether the complainant or accused is a student or employee, all proceedings will conform to all relevant statutes, regulations, personnel policies and regulations.

General Overview of the Disciplinary Processes

For students:

Glendale CCD Administrative Regulation 5500 controls student disciplines. AR 5500 includes the following:

- **Determination of a violation of policy and appropriate sanctions. Upon receipt of a complaint**, the Title IX Coordinator and/or appropriate judicial officer will conduct an investigation and make a determination if there was a violation of policy and the appropriate sanction. For all sanctions except expulsion, the Title IX Coordinator and/or appropriate judicial officer may issue the sanction to the accused student.

Expulsions

- **Step 1: Campus Judicial Board Hearings.** For a violation of policy where expulsion is recommended, the Title IX Coordinator and/or appropriate judicial officer will recommend expulsion to the Campus Judicial Board.

- **Step 2: Judicial Board Hearing** The Campus Judicial Board will hold hearings where the appropriate Judicial Officer states their case and the accused student can respond.
- **Step 3: Judicial Board Findings.** The Campus Judicial Board will make a determination if there was a violation of policy. If a violation of policy is found, a recommendation for expulsion will be made to Superintendent/President.
- **Step 4: Superintendent/President recommendation to Board of Trustees.** If the Superintendent/President accepts a recommendation for expulsion, the case will be referred to the Board of Trustees for review and decision.

Appeal Procedures. An accused student may appeal any sanctions using the regulation for appealing a disciplinary decision.

For employees:

Glendale Administrative Regulation 7365, 7367, the Education Code (87666-87669 and 87732), and the relevant collective bargaining agreements control employee disciplines. These discipline mechanisms include the following:

- **Determination of a violation of policy and appropriate sanctions.** The Chief Human Resources Officer or designee will make a determination if there was a violation of policy and the appropriate sanctions after an investigation is completed.
- **Persons Authorized to Impose Personnel Action.** The Superintendent/President or designee will receive the recommendation for sanction and may impose personnel action against the employee.
- **Initiation and Notification of Charges.** The Superintendent/President or designee may initiate discipline by filing a written action with the Board of Trustees.
- **Administrative Hearing.** The employee may appeal the recommendation for personnel action by filing an appeal. An administrative hearing may take place where the accused employee can respond.

Registration of Sex Offenders

State law requires that all sex offenders attending the College register with the College Police Department within 5 business days of enrollment or employment with the College, in addition to registering with the police department of the city they reside in. Information on registered sex offenders attending the campus may be obtained by viewing the California Department of Justice Online Megan's Law Website at www.meganslaw.ca.gov, or by calling the California Department of Justice Sex Offender Tracking Program at (916) 227-4974.

Crime Statistic Data

The following crime statistic data has been prepared by the Glendale Community College Police Department. The data collected was reported using the Uniform Crime Reporting procedures as set forth by the Federal Bureau of Investigation and the California Department of Justice. Crime statistics are collected from the College Police Department, Campus Security Authorities (CSA's), and local law enforcement agencies. Crime statistics disclosed are those that were reported to have occurred on Glendale Community College District campuses, non-campus property owned or controlled by Glendale Community College, and public property immediately adjacent and accessible to the Glendale Community College District campuses, as required by the Clery Act. Glendale Community College does not have any on-campus student housing facilities.

Hate Crimes

A hate crime is a criminal offense committed against a person or property which is motivated, in whole or in part, by the offender's bias. Bias is a preformed negative opinion or attitude toward a group of persons based on their race, gender, religion, disability, sexual orientation, ethnicity, national origin and gender identity. For the purposes of Clery Act reporting, the criminal offenses of simple assault, larceny-theft, intimidation, and destruction/damage/vandalism of property are also included in this category.

Unfounded Crimes

An institution may withhold, or subsequently remove, a reported crime from its crime statistics. In the rare situations where sworn or commissioned law enforcement personnel have thoroughly investigated a reported Clery Act crime, and found through the investigation that the crime report is false or baseless, meaning the crime did not occur and was never attempted, the report may be classified as "unfounded" and subsequently withheld from the crime statistics.

Only sworn or commissioned law enforcement personnel may "unfound" a crime report for the purpose of reporting under this section. The recovery of stolen property, the low value of stolen property, the refusal of the victim to cooperate with the prosecution, and/or the failure to make an arrest do not automatically "unfound" a crime report.

MAIN (VERDUGO) CAMPUS

	On Campus			Public Property			Non-Campus		
	2013	2014	2015	2013	2014	2015	2013	2014	2015
Murder/Non-negligent manslaughter	0	0	0	0	0	0	0	0	0
Negligent manslaughter	0	0	0	0	0	0	0	0	0
Sex Offenses/Forcible									
Rape	0	0	0	0	0	0	0	0	0
Forcible Fondling	3	1	0	0	0	0	0	0	0
Sex Offenses/Non-Forcible									
Incest	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0
Robbery	0	0	1	0	0	1	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0
Burglary	6	3	2	0	0	0	0	0	0
Vehicle Theft	0	0	1	0	0	0	1	0	0
Arson	0	0	0	0	0	0	0	0	0
VAWA Offenses									
Domestic Violence	0	0	0	0	0	0	0	0	0
Dating Violence	0	1	1	0	0	0	0	0	0
Stalking	0	0	0	0	0	0	0	0	0
Special Category Arrests									
Weapons Offenses	0	0	0	0	0	0	0	0	0
Drug Violations	3	4	2	4	4	1	0	0	1
Liquor Laws	1	0	0	0	0	0	0	0	0
Disciplinary Referrals									
Weapons Offenses	0	0	0	0	0	0	0	0	0
Drug Violations	0	0	3	0	0	0	0	0	0
Liquor Laws	0	0	0	0	0	0	0	0	0

Hate Crimes

2013: There were no on-campus, public property or non-campus hate crimes reported.

2014: There were no on-campus, public property, or non-campus hate crimes reported.

2015: There were no on-campus, public property, or non-campus hate crimes reported.

Unfounded Crimes

2013: No unfounded crimes.

2014: No unfounded crimes.

2015: One unfounded crime.

Caveat information

The Main (Verdugo) Campus does not have any on-campus student housing facilities.

Unfounded crime statistics were requested from the Los Angeles Police Department but no response was received by the release of this report. Unfounded crime statistics were requested from the Baja California, Mexico Police but no response was received by the release of this report.

The following crime statistics either occurred outside the location requirements mandated by the Clery Act, could not specify if the crimes occurred at the exact locations GCC was using, and/or were outside of the dates and times GCC had control over the property. They are provided for informational purposes only.

- One 2013 Robbery (strong arm) was reported at the bus stop on Canada Blvd north of the fork with Verdugo Rd.
- One 2013 Burglary was reported in the Main (Verdugo) Campus non-campus property located at the City of Glendale Civic Auditorium Parking Structure.
- One 2014 Burglary was reported at the Main (Verdugo) Campus non-campus property located at the City of Glendale Stengel Field.
- One 2014 Arson was reported to have occurred at the Main (Verdugo) Campus non-campus property located at the City of Glendale Sports Complex.
- One 2015 Burglary to a locker was reported on campus, but it occurred during a time there was public access to the structure.
- 2015 crime statistics received from the Pasadena Police Department for the non-campus property of the Pasadena Aquatics Center reported one arrest for sexual perversion with a child-14 and under, one burglary into a gym locker, and one catalytic converter theft. 2013 crime statistics received from the Pasadena Police Department for the non-campus property of the Pasadena Aquatics Center and the John Wells Golf Shop reported one stolen vehicle and one burglary at the Aquatics Center. 2014 crime statistics received reported one aggravated assault, one burglary, and one stolen vehicle at the Aquatics Center and one drug offense at the John Wells Golf Shop.
- 2015 crime statistics received from the Los Angeles Police Department for GCC classes held in the Whiteman Airport Hartmann Hangar reported one petty theft and one felony vandalism. 2014 crime statistics received reported one criminal threats and one grand theft.
- 2015 crime statistics received from the State Police of Tijuana, Mexico for the GCC owned "Estacion del mar Cortes" field station in Bahia De Los Angeles, Baja California Mexico, reported crime statistics for the overall general region to include two burglaries, two disposessions, two non-violent thefts, two sexual offenses, one intentional injury, one commercial theft, one domestic violence, and six other crimes not specified. 2014 crime statistics were requested, however no response had been received at the time of the 2015 ASR report. 2013 crime statistics reported for the overall general region included, two homicides, three robberies, three burglaries, and one illegal weapon possession.

GARFIELD CAMPUS

	On Campus			Public Property			Non-Campus		
	2013	2014	2015	2013	2014	2015	2013	2014	2015
Murder/Non-negligent manslaughter	0	0	0	0	0	0	0	0	0
Negligent manslaughter	0	0	0	0	0	0	0	0	0
Sex Offenses/Forcible									
Rape	0	0	0	0	0	0	0	0	0
Forcible Fondling	0	0	0	0	0	0	0	0	0
Sex Offenses/Non-Forcible									
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	1	0	0	0	0	0	0	0
Vehicle Theft	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
VAWA Offenses									
Domestic Violence	0	0	0	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0	0	0	0
Stalking	0	0	0	0	0	0	0	0	0
Special Category Arrests									
Weapons Offenses	0	0	0	1	0	0	0	0	0
Drug Violations	0	0	0	0	1	0	0	0	0
Liquor Laws	0	0	0	0	0	0	0	0	0
Disciplinary Referrals									
Weapons Offenses	0	0	0	0	0	0	0	0	0
Drug Violations	0	0	0	0	0	0	0	0	0
Liquor Laws	0	0	0	0	0	0	0	0	0

Hate Crimes

2013: There were no on-campus, public property, or non-campus hate crimes reported.

2014: There were no on-campus, public property or non-campus hate crimes reported.

2015: There were no on-campus, public property or non-campus hate crimes reported.

Unfounded Crimes

There were no unfounded crimes in 2013, 2014 and 2015.

Caveat Information

The Garfield Campus does not have any on-campus student housing facilities.

A 2012 stolen vehicle statistic for the Garfield Campus Public Property section was incorrectly listed in the 2014 and 2015 Annual Security Reports as 0. The statistic should correctly be listed as 1. This statistic was correctly listed in the 2013 Annual Security Report and the Department of Education's online survey.

Unfounded crime statistics were requested from the Los Angeles Police Department but no response was received by the release of this report.

The following crime statistics received either occurred outside the location requirements mandated by the Clery Act, could not specify if the crimes occurred at the exact locations GCC was using, and/or were outside of the dates and times GCC had control over the property. They are provided for informational purposes only.

- One 2014 aggravated assault was reported at the Garfield Campus non-campus property of The Riding Coach Stables.
- One 2015 aggravated battery was reported at the Garfield Campus non-campus property of the Brookside Golf Course Pro Golf Shop.

PROFESSIONAL DEVELOPMENT CENTER CAMPUS

	On Campus			Public Property		
	2013	2014	2015	2013	2014	2015
Murder/Non-negligent manslaughter	0	0	0	0	0	0
Negligent manslaughter	0	0	0	0	0	0
Sex Offenses/Forcible						
Rape	0	0	0	0	0	0
Forcible Fondling	0	0	0	0	0	0
Sex Offenses/Non Forcible						
Statutory Rape	0	0	0	0	0	0
Incest	0	0	0	0	0	0
Robbery	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0
Burglary	0	0	0	0	0	0
Vehicle Theft	0	0	0	0	0	0
Arson	0	0	0	0	0	0
VAWA Offenses						
Domestic Violence	0	0	0	0	0	0
Dating Violence	0	0	0	0	0	0
Stalking	0	0	0	0	0	0
Special category Arrests						
Weapons Violations	0	0	0	0	0	0
Drug Violations	0	0	0	1	1	0
Liquor Laws	0	0	0	0	0	0
Disciplinary Referrals						
Weapons Possession	0	0	0	0	0	0
Drug Violations	0	0	0	0	0	0
Liquor Laws	0	0	0	0	0	0

Hate Crimes

2013: There were no on-campus or public property hate crimes reported.

2014: There were no on-campus or public property hate crimes reported.

2015: There were no on-campus or public property hate crimes reported.

Unfounded Crimes

There were no unfounded crimes in 2013, 2014, and 2015

Caveat Information

The Professional Development Center does not have any on-campus student housing facilities.

The Professional Development Center does not have any non-campus buildings or property.

The Glendale Police Department database for crime records does not have the ability to search for crime statistics reported in the public property alleyway that bisects the Professional Development Center building and parking lot.