Glendale Community College District Police Department 2013 Jeanne Clery Disclosure of Campus Security Policy And Campus Crime Statistics Act Report



<u>Introduction</u>

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 campus police department is staffed by sworn peace officers, dispatchers, 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 College Police Department provides annual disclosure of procedural information and statistical data over the past three years. The policies and crime statistic information listed in this report apply to Glendale Community College's Main, Garfield and Professional Development Center campuses, the public property immediately adjacent/accessible to those campuses and non-campus locations owned and/or controlled by Glendale Community College.

Sincerely,

Gary J. Montecuollo

Chief of Police

Reporting Crimes and Other Emergencies

Glendale Community College strongly encourages victims or witnesses to report all criminal incidents to the campus police immediately, regardless of their nature, to ensure that appropriate action can be taken, crime statistics can be recorded for the college's annual statistical disclosures, and timely warning alerts 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 GCC sponsored function that is off-campus, the matter should also be reported to the campus 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 calling (818) 409-5911. You can also reach the campus police department by dialing the main college number (818-240-1000), entering the number "9" to reach the campus police, followed by the number "1" for an emergency. Non-emergencies should be reported using campus extension 5205, by calling (818) 551-5205, or by dialing the main college number (818-240-1000), entering the number "9" to reach the campus police, followed by the number "2."

In addition to reporting crimes to the campus police department, you may also report crimes to the Dean of Student Affairs. That office is located on the Main Campus inside the J.W. Smith Student Center building, Room 202, (phone: 818-240-1000 ext. 5594). The City of Glendale Police Department may be contacted by dialing 911 for emergencies or by calling (818) 548-4911.

Timely Warnings

If a crime occurs, that in the judgment of the campus Chief of Police poses a potential or actual ongoing threat to the college community, a timely warning will be issued through all appropriate means. The campus Chief of Police, in conjunction with the Superintendent/President, will provide appropriate safety 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 the AlertU text message notification system), campus emails, social media, and/or college website postings, and by personal or telephonic contact.

Anyone with information that may cause the need for a timely warning to be issued to the campus community is encouraged to contact the campus police department immediately, either in person at the Main Campus Sierra Madre Building, Room 153, or by phone at (818) 409-5911.

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 Crime*

Statistics Act. The provided crime, arrest and disciplinary referral statistics include those reported to the campus police department, Dean of Student Affairs, Campus Security Authorities (officials of Glendale College whom have significant responsibilities over student and campus activities), and local law enforcement agencies that have jurisdiction where Glendale College's campuses, it's immediately adjacent public property, and non-campus (leased or owned) properties are located.

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 the report may be obtained at the campus police department located on the Main 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 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 Campus, Sierra Madre Building, Room 265.

Voluntary/Confidential Reporting – CSA's/CRIME STOPPERS

Any person may contact the campus police department to report a perceived or actual threat or suspicious circumstance he/she feels 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 campus 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.

If you are a victim of a crime and do not wish to make a report to the campus police, you may file a confidential report with a Campus Security Authority (CSA's). CSA's are college officials whom have significant responsibilities for student and campus activities. CSA's may include, but are not limited to; the Dean of Student Affairs, Vice President of Student Services, faculty advisors to students/student organizations, and athletic coaches. A confidential report to a CSA will comply with your wish to keep the matter confidential, while taking steps to ensure the incident is counted and disclosed in the annual crime statistics for the college.

The campus 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 countywide 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

Administrative Regulation 3501 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. During the hours between midnight and 6:00 a.m., access to all District facilities is by approved access or by admittance via the campus 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. Glendale Community College does not have residential housing on campus.

The Facilities Department maintains the general campus infrastructure which includes such things as lighting replacement/repair and walkway maintenance. Problematic areas should be reported to Facilities but may also be reported to administrators, campus police, faculty, or staff.

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.). Campus police officers are empowered 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' authority extends to any place in the State for the purpose of performing their primary duty or when making an arrest

pursuant to California Penal Code Section 836. Officers concentrate their efforts on the various campuses and the public areas that are adjacent to them.

Glendale 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, faculty, or staff. Persons arrested by the campus police will be processed in accordance with prevailing practices in Los Angeles County, which can include citation and release or booking at the 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 Campus Police Department also employs Police 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. Police Communication and Records Specialist are designated as employee transportation coordinators and 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 Campus Police Cadets are students who also assist with observing and reporting suspected criminal activity.

Working Relationships with Law Enforcement / Memorandum of Understanding

The Glendale 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 campus police department also works with the Los Angeles County Sheriff's Department and the California Highway Patrol, as well as with other law enforcement agencies in the local San Gabriel area. A Memorandum of Understanding is in place between the Glendale College Police Department and Glendale Police Department.

Encouragement of Accurate and Prompt Crime Reporting

As stated earlier, all members of the campus community are encouraged to accurately and promptly report all crimes directly to the campus police and appropriate local law enforcement agencies.

Confidential Reporting to Professional/Pastoral Counselors

Campus Professional Counselors/Pastoral Counselors, while acting within the scope of their license and employment, are not considered to be a Campus Security Authority, and are generally not required to report Clery Act Crimes they learn of from their

patients for inclusion in the college's annual crime statistics report. They are encouraged, if and when they deem it appropriate, to inform their clients to report a crime to the campus police on a voluntary or confidential basis for inclusion in the college's annual crime statistics report.

Anonymous mental health counseling and community resource referrals are available to enrolled credit students and employees at the Main 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, Tropico Building, Room 200.

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.

Security Awareness Programs for Students/Employees

The campus 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 meetings, 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. Lock your vehicles and offices when not in use; report the presence of suspicious persons to the campus police; walk with friends or known associates after an evening class or call the campus 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.

Once a year, in recognition of Sexual Assault Awareness month in April, a women's self-defense class is presented by the City of Glendale Commission on the Status of Women in conjunction with the Glendale College Student Affairs Department on the Main Campus. The class is available to female students, employees, and members of the public. The class provides information on how to prevent sexual assaults from occurring, as well as practical self-defense tips. The class is taught by SHIELD self-defense instructors.

The "Financial Survival Week" is presented once a year in May 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 protection.

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 campus police department holds an Emergency Procedures presentation for employees multiple times through out the year during Faculty Institute Day and/or individual department meetings. This presentation is also available upon request for persons on all campuses. Topics covered include, but are not limited to, building evacuations, structure fires, earthquake, and active shooter response procedures.

A "Dealing with Difficult People" Power Point presentation is also available upon request to employees and students on the Main, Garfield, and Professional Development Center campuses. Topics discussed are de-escalation techniques for employees and policies and procedures concerning disciplinary referrals for students.

Campus Safety presentations are given twice a year to the International Students Orientations before the start of the spring and fall semesters. Important safety information, theft prevention, and campus police services are provided.

Safety information regarding stalking, sexual assault, campus police services, and the student code of conduct are also provided to new students during priority online registration.

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

<u>Crime Prevention Programs for Students/Employees</u>

Escort Services

The campus police department offers escorts to students, staff, and visitors. Contact the campus police department at (818) 551-5205 to request an escort.

Emergency Call Boxes

Emergency Call Boxes (ECBs) are located on the Main and Garfield campuses, in or adjacent to several campus parking lots or buildings. They are linked by telephone lines to the campus police department dispatch center. Follow the instructions on the box. When the button is pushed and the ECB is activated, it immediately 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.

Daily Crime Log

A Daily Crime Log listing crimes reported to the campus police department is available for viewing upon request at the police department front desk located in the Sierra Madre Building, Room 153 on the Main Campus, the Garfield Campus Tropico building room 200, and the Professional Development Center front desk. 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. If the disclosure is prohibited by law, or if the disclosure would jeopardize the confidentiality of a victim, information may be temporarily withheld. Similarly information may be withheld if the release of information would jeopardize an ongoing investigation; jeopardize the safety of an individual; would cause a suspect to flee or evade detection; or result in the destruction of evidence.

Crime Alert Bulletins

If a Clery Act Crime occurs that poses an ongoing danger of victimization to members of the campus community, a crime alert will be issued using all appropriate means to notify the campus community. General information about the crime as well as tips to prevent future victimization will be provided. Please check the "Timely Warnings" page for updates at www.glendale.edu/timelywarnings.

Safety Brochures

The campus police department offers different brochures to members of the campus community on crime prevention, identity theft protection, sexual assault, domestic violence and stalking prevention. The brochures are available upon request at the campus police department located in Sierra Madre Building, Room 153.

Law Enforcement to Off-Campus Organizations

Glendale Community College does not have any officially recognized student organizations with off-campus locations or housing facilities. Campus police officers, communication and records specialist, 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 GCC sponsored function should be reported to the campus 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 years of age or any obviously intoxicated person, and no one under 21 years of age may purchase alcoholic beverages. It is also unlawful for any person under 21 years of age to possess alcoholic beverages on any street or highway, or in any place open to the public. The campus 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 policy. These laws are strictly enforced by the campus 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.

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 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 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.

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, the results of any disciplinary hearing conducted by the College against the student who is the alleged perpetrator of the crime or offense. If the alleged victim is deceased as a result of the crime or offense, Glendale College will provide the results of the disciplinary hearing to the victim's next of kin if so requested.

Emergency Response and Evacuation Procedures

An Emergency Procedures Guide is located in classrooms and offices, typically posted near the main entrance of each room. An Emergency Procedures Guide is also available upon request from the campus police department, or may be viewed online at www.glendale.edu/emergencyprocedures.

Glendale Community College police officers and supervisors have received training in the Incident Command System (ICS) model 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 campus 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.

The campus community will be 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 campus. The campus Chief of Police in conjunction with the office of the Superintendent/President's office will determine what information to release about the situation, appropriately notifying the affected persons. Affected persons may be notified through the AlertU text notification system, campus email, social media, in person from first responders, and/or emergency vehicle PA systems.

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.

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 Glendale Police Department reverse 911 phone system, city email and/or personal contact.

In addition to the notification methods discussed earlier, mutual-aid assistance may be summoned from any law enforcement or public safety resource, including but not limited to; the Glendale Police Department, Los Angeles County Sheriff's Department, Area-C Mutual-Aid agencies, Glendale Fire Department, and Los Angeles County Fire Department. Glendale Community College has also requested the Glendale Police Department to notify the campus police if they learn of any situation that may require an emergency response.

Testing

Scheduled evacuation drills, and/or tabletop exercises are conducted on the Main, Garfield, and Professional Development Center campuses at least once a year. Students and employees learn the locations of the Emergency Evacuation Areas, and are given information on evacuation procedures and told when it is safe to return to the buildings. Further information regarding Shelter-in-Place procedures may also be provided. Evacuation drills may be announced or unannounced. Tests of the AlertU mass text notifications system are also conducted a minimum of once a year.

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

Tabletop and evacuation drills may be conducted in coordination with the Glendale Police Department and 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.

Publicizing

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 a minimum of one time per year, per campus, in conjunction with the evacuation drills.

AlertU- Emergency Mobile Alerting System

To receive emergency text message notifications via the AlertU Emergency Mobile Alerting System, please text GCC to 253788 (AlertU) and reply Y. Additionally, you can sign up via the web at www.alertu.org/gcc. Messages will only be sent in cases of an emergency and/or emergency drills. You must be subscribed to receive the mobile alerts. There is no cost to subscribe, however, standard message rates may apply. To learn more about this new system visit www.alertu.org.

Sex Offenses Policy Statement

Glendale Community College is committed to providing services, resources, and support to the victims of sexual assaults. The College has implemented Administrative Regulation and Board Policy 2710. Rape and other types of sexual assaults, whether by a stranger or an acquaintance, are violations of the law and the policy of the Glendale Community College District. Sexual assault includes, but is not limited to rape, sexual battery or the threat of sexual assault. While the District strongly advises a survivor of sexual assault to press criminal charges, it recognizes that the survivor may not want to take such action.

Educational Programs

The College provides educational programs to promote the awareness of rape, acquaintance rape, and other forcible and non-forcible sex offenses. As stated earlier, the Student Affairs office in conjunction with the City of Glendale Commission on the Status of Women offers a women's self-defense class every April for Sexual Assault Awareness Month on the Main Campus. The class is taught by SHIELD women's self-defense instructors and provides prevention tips and self-defense techniques against sexual assault. For more information on the class contact the Office of Student Affairs at (818) 240-1000 ext. 3033.

The campus police department provides written literature on sexual assault. A "Victims of Domestic Violence/Sexual Assault" card, a "Rape Referral" sheet, a "Rights of Crime Victims in California", "Date Rape" and "Sexual Assault is about Power, Control and Anger" brochures, which list information regarding sexual assault prevention, counseling, reporting and victims' rights are available at the campus police department.

Anonymous help and mental health counseling can be obtained through the Health Center as well. The Health Center offers videos relating to the understanding and identifying of "Date Rape/Abusive Relationships".

Procedures to Follow after a Sexual Assault

If you are a victim of a sexual assault, your first priority should be to get to a place of safety. You should then obtain necessary medical treatment. A sexual assault should be reported to the campus police department (818) 409-5911, the Health Center (818) 240-1000 ext. 5909 and/or local law enforcement immediately (emergency dial 911). Time is a critical factor for the importance of preserving evidence as it may be helpful to the prosecution of sexual assault. Avoid showering, changing clothes, urinating, douching, cleaning teeth, or drinking until a medical exam can be provided.

Notification of Law Enforcement

A victim of sexual assault has the option to report the offense directly to the campus police (818) 409-5911 or local law enforcement agency (emergency dial 911). Filing a police report will not obligate the victim to prosecute. The City of Glendale Police Department will be notified of any sexual assault investigation that occurs on campus. College personnel will also assist a victim of sexual assault in notifying the appropriate law enforcement authorities if the victim requests their assistance.

On/Off Campus Services

Counseling and community resource referrals are available for victims of a sexual assault from the college through the Health Center located on the Main Campus, San Rafael Building first floor, (818) 240-1000 ext. 5909. Community resource referrals for domestic violence programs are available to enrolled non-credit students at the Garfield Campus, Tropico Building, Room 200, (818) 240-1000 ext. 5035, or ext. 5678 after 4:30 p.m.

Counseling and local support services outside the college may be obtained through "Peace Over Violence" (formerly the Los Angeles Commission on Assaults Against Women) West San Gabriel Valley Center located at 892 N. Fair Oaks Ave. Suite # D, Pasadena, Ca. 91103. Their 24 hour rape and battering hotlines are (626) 793-3385 (West San Gabriel Valley), (213) 626-3393 (Central Los Angeles), and (310) 392-8381 (South Los Angeles). The Glendale YWCA Domestic Violence Hotline (818) 242-1106. State support services include The California Coalition Against Sexual Assault (916) 446-2520. National resources include RAIN-Rape/Abuse/Incest/National Hotline (800) 656-4673, and The National Domestic Violence Hotline (800) 799-7233.

Changes in Academic Situation

Glendale College will assist a student for a request in an academic situation change following an alleged sex offense if those changes are reasonably available. The Dean of Student Affairs may provide assistance to a student in relation to college related

activities including, but not limited to, a change of class, assistance in working with instructors on "make up" assignments or tests and working with other college services on behalf of the student.

Procedures for Campus Disciplinary Action

Glendale College has a process for handling disciplinary matters involving an alleged sexual assault. The accuser and accused are entitled to the same opportunity to have others present during the disciplinary hearing. The accuser and the accused will be both informed of the outcome of any institutional disciplinary proceeding that is brought alleging a sex offense.

Sanctions

The College may impose sanctions following a final determination of an institutional disciplinary proceeding regarding rape, acquaintance rape or other forcible or non-forcible sex offenses that may include discipline, suspension or expulsion.

Registration of Sex Offenders

State law requires that all sex offenders attending the college register with the campus 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 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 Glendale College Police Department report database, Dean of Student Affairs, Campus Security Authorities, 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/accessible to the Glendale Community College District campuses. Glendale Community College does not have any on-campus student housing facilities.

MAIN CAMPUS

	On Campus			Public Property			Non-Campus		
	2010	2011	2012	2010	2011	2012	2010	2011	2012
Murder/Non-Negligent	0	0	0	0	0	0	0	0	0
Manslaughter									
Manslaughter-Negligent	0	0	0	0	0	0	0	0	0
Sex Offenses/Forcible									
Rape	0	0	0	0	0	0	0	0	0
Sodomy	0	0	0	0	0	0	0	0	0
Sexual Assault w/ object	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	2	1	0	1	0	0	0	0
Aggravated Assault	1	0	0	1	0	0	0	0	0
Burglary	1	3	4	0	0	0	0	0	0
Vehicle Theft	4	2	2	0	0	0	0	2	0
Arson	0	0	0	0	0	0	0	0	0
Special Category Arrests									
Weapons Offenses	0	1	1	0	0	0	0	0	0
Drug Violations	0	5	1	6	2	3	4	2	0
Liquor Laws	0	0	2	2	0	3	0	0	0
Disciplinary Referrals									
Weapons Offenses	0	0	0	0	0	0	0	0	0
Drug Violations	3	0	1	0	0	0	0	0	0
Liquor Laws	7	0	1	0	0	0	0	0	0

Hate Crimes

2010: There were no on-campus, public property or non-campus hate crimes reported.

2011: There were no on-campus, public property, or non-campus hate crimes reported.

2012: There were no on-campus, public property, or non-campus hate crimes reported.

Additional footnote information

Crime statistics received from the Pasadena Police Department for GCC classes held in the Pasadena Aquatics Center could not specify if any Clery Act Crimes/ arrests occurred in the actual leased/controlled property at the time GCC classes were being held.

Crime statistics received from the Los Angeles Police Department for GCC classes held in the Whiteman Airport Hartmann Hangar could not specify if any Clery Act Crimes/ arrests occurred in the actual leased/controlled property at the time GCC classes were being held.

Crime statistics were requested from the Mexico Baja California state and federal police for the GCC owned "Estation del mar Cortez" field station located in the town of Bahia De Los Angeles, Baja California, Mexico, however no response was received.

Clery Center clarification for statistical reporting

The Main Campus public property statistics no longer include crimes statistics in public parking lots used by Glendale Community College students that are not immediately adjacent and accessible to the Main Campus. The public property crime statistics now include only the sidewalks, streets, and opposite sidewalks that are immediately adjacent and accessible to the Main Campus per The Clery Act public property reporting requirements. The Civic Auditorium Parking Structure and City Lot 31 statistics are now included in the non-campus category. For crime statistics in Glendale City parking lots 30, 32, 33, 34 and Verdugo Park please contact the City of Glendale Police Department.

2010 on-campus burglary statistics were changed from 6 to 1 upon learning that burglaries to motor vehicles are not to be counted in the Annual Security Report statistics.

2010 public property drug violation arrests were changed from 15 to 6 because 4 of the arrests are now listed in the 2010 non-campus category, and the remaining arrests occurred on public property that was outside of the Clery Act public property reporting requirements.

2010 on-campus drug violation disciplinary referral statistics were changed from 1 to 3 because three person(s) were involved and referred for disciplinary action during one incident.

2011 on-campus drug violation arrests were changed from 7 to 5 because 2 of the arrests are now listed in the 2011 non-campus drug violation arrests category.

A 2011 public property forcible sex offense statistic was changed from 1 to 0 because the offense was reported to have occurred on public property outside the Clery Act public property reporting requirements.

A 2011 public property robbery statistic was changed from 0 to 1 because an additional statistic was reported by the City of Glendale Police Department.

2011 public property drug violation arrests were changed from 6 to 2 because 3 of the arrests occurred on public property that was outside of the Clery Act public property reporting requirements, and the remaining arrest was not captured by the most recent crime statistics received from the City of Glendale Police Department.

2011 on-campus burglary statistics were changed from 10 to 3 upon learning that burglaries to motor vehicles are not to be counted in the Annual Security Report statistics.

GARFIELD CAMPUS

	On Campus		Public Property			Non-Campus			
	2010	2011	2012	2010	2011	2012	2010	2011	2012
Murder/Non-Negligent	0	0	0	0	0	0	0	0	0
Manslaughter									
Manslaughter-Negligent	0	0	0	0	0	0	0	0	0
Sex Offenses/Forcible									
Rape	0	0	0	0	0	0	0	0	0
Sodomy	0	0	0	0	0	0	0	0	0
Sexual Assault w/ object	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	0	0	0	0	0	0	0	0
Vehicle Theft	0	0	0	0	0	1	0	0	0
Arson	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	0	0	0	2	1	1	0	0	0
Liquor Laws	0	0	1	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

2010: There were no on-campus, public property, or non-campus hate crimes reported.

2011: There were no on-campus, public property or non-campus hate crimes reported.

2012: There were no on-campus, public property or non-campus hate crimes reported.

Clery Center clarification for statistical reporting

A 2011 on-campus burglary statistic was changed from 1 to 0 upon learning that there was no "unlawful access" present at the time of the theft. While not required under the California legal definition for burglary, "unlawful access" is a required element for a burglary to be counted in the Annual Security Report statistics.

PROFESSIONAL DEVELOPMENT CENTER

	C	n Campu	s	Pul	Public Property			
	2010	2011	2012	2010	2011	2012		
Murder/Non-Negligent Manslaughter	0	0	0	0	0	0		
Manslaughter-Negligent	0	0	0	0	0	0		
Sex Offenses/Forcible								
Rape	0	0	0	0	0	0		
Sodomy	0	0	0	0	0	0		
Sexual Assault w/ object	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		
Special category Arrests								
Weapons Violations	0	0	0	0	0	0		
Drug Violations	0	0	0	0	0	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

2010: There were no on-campus or public property hate crimes reported

2011: There were no on-campus or public property hate crimes reported.

2012: There were no on-campus or public property hate crimes reported.

Additional footnote information

The Professional Development Center does not have a non-campus category because it does not have any leased property.

A 2010 on-campus burglary statistic has been changed from "1" to "0" due to a burglary alarm incorrectly being reported as a burglary.

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