

# YUBA COMMUNITY COLLEGE DISTRICT

## Safety and Security on Campus

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## Clery Act 2015 Annual Security Report

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## Mission Statement:

The Yuba Community College District Police Department is dedicated to developing partnerships with the community we serve, including students, staff, and faculty, in order to enhance the goal of providing quality higher education in a safe and secure atmosphere.

We will closely interact with the community and local government agencies, and engage in crime prevention, criminal apprehension, and other activities which reduce concerns in the community.

We will commit ourselves and our resources in partnership with the community to promote a safe and secure learning environment.



The Yuba Community College District Police Department is committed to ensuring the safety of our students, staff, faculty, and visitors. Every member of our department is involved in keeping the campuses safe and secure. However, a truly safe campus can only be achieved through the cooperation of all students, employees, and visitors. The Yuba Community College District covers nearly 4,200 square miles, and currently has six campuses in six different counties. The Police Department provides professional law enforcement services at all six campuses.

The police department actively participates as a member of multiple local communities, and fully subscribes to a community oriented policing approach to provide professional law enforcement services at each of our campuses. This community oriented approach includes establishing and maintaining partnerships throughout each community we are a part of. We seek partnerships with community stakeholders such as student groups, staff and faculty members, local governments, community groups and concerned individuals.

Our partnership includes a problem solving approach with our stakeholders, so that we can better understand the law enforcement needs of each community's campus, and create effective solutions. The goal of these partnerships is to work together to fight and prevent crime, and to improve the quality of life for the students, staff, faculty, and visitors of Yuba Community College District.

As a professional law enforcement organization, we believe in a set of core values on which we base our policing paradigm. The Core Values or Principles upon which we base our policing paradigm are both clear and focused. The Core Values or Principles upon which we base our policing philosophy are, by design, equitable to all within the Yuba Community College District communities.

#### **These Core Values Include:**

- **Honesty:** We are truthful in our words and in our actions
- **Respect:** We treat others with dignity, honoring the rights, ideas, and opinions of all individuals
- **Loyalty:** We affirm our allegiance to our community, to our Department and to our Core Values

- **Fairness:** We are just and impartial in all of our interactions. Our decisions are made without personal favoritism
- **Trust:** We are people of character and principle. We do what is right, even when no one is looking
- **Integrity:** We act according to our core values, beliefs and principles





# Yuba Community College District Police Staff



**Officer A. Pharris**

**11 Years of Service  
Marysville Campus**



**Officer J. Markus**

**11 Years of Service  
Woodland Campus**



**Officer R. Her**

**11 Years of Service  
Marysville Campus**



**Officer P. Corbin**

**9 Years of Service  
Woodland Campus**



# Yuba Community College District

## Police Department



### Reserve Staff



**Officer K. Shergill**  
**9 Years of Service**  
**Woodland Campus**



**Officer L. Sidhu**  
**17 Years of Service**  
**Woodland Campus**



**Officer C. Miller**  
**11 Years of Service**  
**Marysville Campus**

**Officer C. Redfield**



**Officer C. Redfield**  
**14 Years of Service**  
**Woodland Campus**



**Officer D. Fry**  
**24 Years of Service**  
**Marysville Cam**

## DISTRICT SECURITY POLICIES

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### **Yuba Community College District Sworn Police Officers**

*Reference: Education Code Sections 72330, et seq.; Government Code Sections 3300 et seq.* The Board has established a Police Department under the supervision of one Chief of Police, who shall report directly to the Chancellor or designee. The purpose of the department is to enforce the law on or near the campuses and other grounds or properties owned, operated, controlled or administered by the District or by the State acting on behalf of the District.

District police officers shall be employed as members of the classified service but shall, when duly sworn, be peace officers as defined by law. Prior to employment, they shall satisfy the training requirements set out in Penal Code Sections 830, et seq.

The Chancellor shall establish minimum qualifications of employment for the Chief of Police including, but not limited to, prior employment as a peace officer or completion of a peace officer training course approved by the Commission on Peace Officers' Standards and Training (POST).

The Chancellor shall ensure that every member of the Police Department first employed by the District before July 1, 1999 satisfies the requirements of state law regarding qualifications for continued employment.

Every member of the Police Department shall be issued a suitable identification card and badge bearing words "Yuba Community College District Police".

The Chancellor, in cooperation with the Chief of Police, shall issue, and amend as needed, such other regulations, guidelines, policies, and procedures as may be necessary for the administration of the YCCD Police Department.

*See Administrative Procedure 7600.*



## **Rules, Regulations & Policies**

Yuba Community College District students come from a variety of places all over the state and the world where laws and other regulations vary. While in California, and on the Yuba Community College District campuses specifically, you are required to obey all applicable laws, including state, federal, and municipal codes. As a Yuba Community College District student, you are also required to adhere to campus codes, rules, and regulations. We hope you will help contribute to the safety of the campuses by following these guidelines. For more information on California State Laws, visit the California Law <http://leginfo.legislature.ca.gov/faces/codes.xhtml>.

## **Rules of Conduct in Campus Buildings**

The buildings on the Yuba Community College District campuses are for appropriate use and enjoyment by students, faculty, staff, and visitors. The following policies have been established to promote the safety and security of all occupants and visitors:

Follow all posted building rules restricting use or access.

Duplicating or distributing keys or card keys without authorization is a violation of the Campus Access Control Policy, and is punishable under section 469 of the California Penal Code.

Assisting unauthorized access to buildings or propping open exterior doors, against building security policies, is a violation of the Campus Access Control Policy.

Lodging overnight, EXCEPT for academic purposes, is prohibited.

Adhere to all campus fire safety rules, including prompt, orderly evacuation in case of alarm.

Intentionally initiating a false fire alarm is a violation of California Penal Code Section 148.4a punishable by a \$1,000 fine or a one-year jail sentence.

Disrupting classroom, administrative, or other College-sponsored or approved activities can result in arrest by the YCCDPD, enforcement of the Student Code of Conduct by the Vice-President of Academic and Student Services Office or Campus Dean, and/or expulsion from the campus.

Smoking in buildings is prohibited by campus policy and State law. Section 75967598 of the Government Code prohibits smoking within 20 feet of main entrances, exits, and operable windows of any building owned, leased, and occupied by California Community Colleges. Use of tobacco products on the Woodland Community College campus is prohibited.

Riding mopeds, bicycles, skateboards, roller blades, or skates is prohibited in buildings or on walkways where hazards could be created by their use. In accordance with the fire marshal policy, vehicles may not be stored in any public spaces, hallways, corridors, or stairwells, or attached to railings. Bicycles may be stored in non-public space sanctioned, or authorized, in buildings by departments or building coordinators/managers.

Animals (except laboratory animals) or those assisting disabled persons, or as otherwise authorized by department's managers are not to be brought into buildings.



Use of campus or departmental bulletin boards must be authorized by the department, or by the building coordinator/manager- Room 300 Marysville Campus.

Tampering, misuse, abuse, or destruction of emergency equipment or other College property is a violation of Penal Code Sections 148.4 and 594(b).

### **Disciplinary Action**

Yuba College  
Vice-President, Academic  
and Student Services Office.....(530) 741-6766

Woodland Community College and  
Colusa County Outreach Facility Vice-  
President, Academic  
and Student Services Office...(530) 661-4222

Clear Lake Campus  
Executive Dean's Office.....(707) 995-7904

Sutter County Facility  
Executive Dean's Office.....(530) 751-5565

Responsibility for pursuing campus disciplinary actions involving students rests with the Vice-President of Academic and Student Services Office or Campus Dean, which reports to the President of the respective college. The office is also responsible for notifying the Yuba Community College District Police Department and Title IX Compliance Officer of any allegations of sexual assault. At the direction of the Title IX Compliance Officer, the Academic and Student Services Office or Campus Dean will conduct an investigation of the allegations in the case and interview any witnesses. The campus has jurisdiction over offenses by students that occur on College property such as classrooms, in other locations in the immediate vicinity of the campus, during official College functions, and off campus.

Pending a formal disciplinary hearing, the campus may take a variety of administrative measures against a charged student, including restriction of privileges and services, interim suspension, and exclusion from certain campus areas, such as classrooms.

To prevent further conflict between the parties, the campus may use administrative reassignment procedures to limit access to a specific hall or complex during the course of a campus or criminal investigation, or make academic accommodations as appropriate for either party. Normal student conduct procedures will be followed in resolving allegations of sexual misconduct, with the following exception: a hearing in a case concerning allegations of sexual misconduct may be closed to the public if the hearing body determines that the privacy rights of a witness, including those of the individual who reports being assaulted, may otherwise be jeopardized.

Disciplinary actions that may be imposed by the Vice-President of Academic and Student Services Office or Campus Dean may include but are not limited to: written warning, disciplinary probation, loss of privileges and exclusion from activities, exclusion from areas of the campus, restitution, College service, monetary fines, records hold, suspension, dismissal, deferral or withholding of degree, revocation of degree previously conferred, stay of sanction, or other actions.

**Additional Information:**

[AP 5500 – Standard Code of Conduct](#)

[BP 3940 – Speech: Time, Place, and Manner](#)

**Immediate Assistance – Emergency Call Boxes Telephone**

911: Emergencies or non-emergency criminal violations, dial 911 from any district or college building. Emergency phones: Use any of the designated call boxes strategically placed on the campus for immediate connection to the Ext 6771(Marysville Campus) Ext 5722 (Woodland Campus) Police.

Marysville campus has four designated pay phone locations, Building 1800, 1200, 400 & 300.

Yuba College

YCCDPD Office..... (530) 741-6771

Officer Cell Phone..... (530) 870-1158

Yuba County Sheriff..... (530) 749-7777

Woodland Community College

YCCDPD Office..... (530) 661-5722

Officer Cell Phone..... (530) 661-8782

Woodland Police Dept..... (530) 666-2411

Clear Lake Campus

Clearlake Police Dept.... (707) 994-8251

Colusa County Outreach Facility

Williams Police Dept..... (530) 473-2661

Sutter County Facility

Yuba City Police Dept... (530) 822-4660

**Reporting a Crime**

*Reference: Penal Code Section 245; Education Code Section 212; 87014; Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act of 1998;*

*20 U.S.C. § 1232g; 34 C.F.R. 668.46; 34 C.F.R. 99.31(a)(13), (14); Campus Security Act of 1990*

Members of Yuba Community College District who are witnesses or victims of a crime should immediately report the crime to the Chief of Police, other YCCD Police Personnel, or local law enforcement.

In the event an employee is assaulted, attacked, or menaced by a student, the employee shall notify his or her supervisor as soon as practical after the incident. The supervisor of any employee who is attacked, assaulted, or menaced shall assist the employee to promptly report the attack or assault to the campus police. The supervisor himself or herself shall make the report if the employee is unable or unwilling to do so.

The District shall publish warnings to the campus community about crimes that are considered to represent a continuing threat to other students and employees in a manner that is timely and will aid in the prevention of similar crimes. The information shall be disseminated by the Chief of Police in a manner that aids the prevention of similar crimes.

The District shall annually collect and distribute statistics concerns crimes on campus. All District staff with significant responsibility for student and campus activities shall report crimes about which they receive information.

The District shall publish an Annual Security Report every year by October 1 that contains statistics regarding crimes committed on campus and at affiliated locations for the previous three years. The Annual Security Report shall also include policies pertaining to campus security, alcohol and drug use, crime prevention, the reporting of crimes, sexual assault, victims' assistance program, student discipline, campus resources, and other matters. The District shall make the report available to all current students and employees. The District will also provide perspective students and employees with a copy of the Annual Security Report upon request. A copy of the Annual Security Report can be obtained by contacting the Chief of Police or at the Campus Police Office.

The District may disclose the final results of disciplinary proceeding to a victim of an alleged perpetrator of a crime of violence or a non-forcible sex offense, regardless of the outcome. The District may also disclose to anyone the final results of a disciplinary proceeding in which it concludes that a student violated school policy with respect to a crime of violence or nonforcible sex offense. The offenses that apply to this permissible disclosure are:

- Arson;
- Assault Offenses;
- Burglary;
- Criminal Homicide – Manslaughter by Negligence;
- Criminal Homicide – Murder and Non-negligent Manslaughter;
- Destruction, Damage, or Vandalism of Property;
- Kidnapping or Abduction;
- Robbery;
- Forcible Sex Offenses;
- Violence Against Women Amendment (VAWA).

The disclosure may only include the final result of the disciplinary proceeding with respect to the alleged criminal offense. The District shall not disclose the name of any other student, including a victim or witness, unless the victim or witness has waived his or her right to confidentiality.

*See Administrative Procedures 3515*

## **Confidential Reporting Procedures**

Crimes can be reported on a confidential basis for inclusion in the Annual Security Report. If you are the victim of a crime and do not want to pursue action within the district/college system or the criminal justice system, you may still want to consider making a confidential report. The Police Department can file a report on the details of the incident without revealing your identity. The purpose of a confidential report is to comply with your wish to keep the matter confidential, while taking steps to ensure the future safety of yourself and others. With such information, the district/college can keep an accurate record of the number of incidents involving students, employees, and visitors; determine where there is a pattern of crime with regard to a particular location, method, or assailant; and alert the campus community to potential danger. Reports filed in this manner are counted and disclosed in the annual crime statistics for the institution.

### **• In Person**

Contact an officer on patrol at the Police Department:

- ❖ 2088 N. Beale Rd, Marysville, CA 95901, Building 1600
- ❖ 2300 E. Gibson Road, Woodland, CA 95776, Building 300

## **Local Law Enforcement**

*Reference: California Education Code Section 67381*

Each college or center of the District shall enter into a written agreement with local law enforcement agencies. The agreement shall clarify operational responsibilities for investigations of Part I violent crimes, defined by law as willful homicide, forcible rape, robbery, and aggravated assault, occurring at each location.

The written agreement shall designate which law enforcement agency shall have operational responsibility for violent crimes and delineate the specific geographical boundaries of each agency's operational responsibility, including maps as necessary.

The written agreements required by this policy shall be public records and shall be made available for inspection by members of the public upon request.

*See Administrative Procedure 3520.*

## **Working Relationships With Other Agencies (MOU's)**

The YCCDPD maintains a working relationship with agencies surrounding YCCD facilities and has memorandums of understanding with the Yuba County Sheriff's Department, Yuba City Police Department, Clearlake Police Department, Marysville Police Department, Williams Police Department, Woodland Police Department, and County of Yuba Office of Emergency Services.

### YCCDPD Officers have participated in:

#### **Yuba Sutter Anti Gang Enforcement, (YSAGE)**

- ❖ The mission of the YSAGE is to reduce gang violence in Yuba and Sutter Counties through proactive enforcement efforts, intelligence gathering, and improved communication.

The collaborative allows the pooling of resources, so two or more times per month we can saturate the region with 30-40 officers with the specific aim of targeted gang enforcement and conducting associated investigative follow-up. This concept is now spreading to additional counties in Northern California, with one of our (YCPD's) resident Gang Investigators as the elected coordinator of the wider-area cooperative.

Network to create a delivery system and measures to track ongoing efforts. Coordinate with others for purposes of prevention, intervention, and enforcement in both counties. Create a circle of support. Coordinate efforts with groups and individuals already working on gang related issues.

#### **AVOID the 9 DUI Campaign**

- ❖ The program is a regional DUI effort in Yuba, Sutter, and Colusa Counties to reduce alcohol-involved fatalities and injuries, while raising general public awareness regarding the problems associated with driving and drinking.

**Campus Security for Non-Campus Locations**

YCCDPD monitor and record criminal activity at non-campus locations and may work cooperatively with local law enforcement agencies in the campuses jurisdictions. The Office of Student Affairs to address problems as they arise.

**Campus Security for Satellite Locations and Occasional Instruction Sites**

YCCPD has four satellite learning centers: Colusa County Outreach Facility, Sutter Beauty College, Beale AFB and the Sutter County Center. These locations have local police that patrol the surrounding vicinities. In addition to these four sites, YCCD uses non-campus locations for offcampus credit and non-credit courses. The police departments serving their respective communities police them these non-campus/off-campus locations.



**YCCD Police Education and Prevention**

YCCDPD encourages members of the community to assist in preventing crime by minimizing opportunities to become a victim by using good judgment and safety practices and by encouraging students and employees to be responsible for their own and others' security. The District Police provided education and crime prevention information to Students, Staff and Faculty during numerous events such as convocation, student orientation, and organized public forums.

## **Emergency Response and Evacuation Procedures**

*Reference: Education Code Section: 71095 and Government Code Sections: 3101, 3102(a), 8550, 8557, 8607(a), 8680.2 and SB166*

The Chancellor of the California Community Colleges in consultation with the Governor's Office of Emergency Services and the Office of Homeland Security, shall, by January 1, 2009, develop emergency preparedness standards and guidelines to assist community college districts and campuses in the event of a natural disaster, hazardous condition, or terrorist activity on or around a community college campus.

The standards and guidelines shall be developed in accordance with the Standardized Emergency Management System and the National Incident Management System, and shall be reviewed by the Governor's Office of Emergency Services in a manner that is consistent with existing policy.

In developing the standards and guidelines, the Chancellor's Office shall consider, but is not limited to, all of the following components listed in California Education Code Section 71095.

The Yuba Community College District recognizes their responsibility of developing an action plan in cases of emergencies. Therefore, the Yuba Community College District has developed a Guide for Emergency Operations that meets the preparedness standards and guidelines, as specified, to assist the Yuba Community College District and the Yuba Community College District Police Department (YCCDPD) in the event of a natural disaster, hazardous conditions, or terrorist activity on or around the District Campuses.

The Guide for Emergency Operations Plan has been developed in accordance with existing specified systems and shall be reviewed annually by the YCCDPD Chief of Police in conjunction with the District Safety Committee for effectiveness and consistency with existing State of California Office of Emergency Services (OES) policy.

The Yuba Community College District Emergency Operations Response Task Force (District Safety Committee members) is responsible to maintain the readiness of YCCD to implement its Guide for Emergency Operations in the event of any unplanned incident. The Task Force meets on a quarterly basis and annually reviews and updates the YCCD Guide for Emergency Operations. Periodic review will also be sought from Yuba Self Insurance, ASCIP, the County of Yuba Office of Emergency Services (OES), Yuba County Sheriff's Department, the City of Woodland, Yolo County Office of Emergency Services (OES), and City of Clearlake, Lake County Office of Emergency Services (OES).

The Yuba Community College District should provide local law enforcement agencies with a copy of the Guide for Emergency Operations as a reference tool to assist the YCCDPD during emergency situations.

A copy of the Guide for Emergency Plan will be made available for employees of the District to review, if they desire.

The Guide for Emergency Operations Plan for the District is available in the following locations:

- Police Department – Yuba College, Woodland Community College, & Clear Lake
- Chancellor's Office
- Human Resources Office
- President, Yuba College
- President, Woodland Community College
- Campus Dean, Clear Lake Campus
- <http://www.yccd.edu/police/index.html>

The California Emergency Services Act is legislation, which provides extraordinary emergency powers and authority for state and local governments. Operations outlined in this plan will be conducted in accordance with legislation and the ordinances, plans, and agreements listed below.

The authorities and references listed herein establish the legal basis for emergency preparedness and response; however, the listings below are not all inclusive.

### **1. JURISDICTIONAL:**

County Board of Supervisor's ordinance creates under the Operational Area Agreement the City, County Emergency Management Planning Board and defines membership, powers, duties, divisions, services, and staff.

### **2. INTER-JURISDICTIONAL:**

*Federal:* Robert I. Stafford, disaster Relief and Emergency Assistance Act of 1988 (Public Law 93-288), Federal Civil Defense Act of 1950 (Public Law 81-290 as amended), and Public Law 84-99 (U.S. Army Corps of Engineers – Flood Fighting).

State: California Emergency Services Act, California State Emergency Plan, Disaster Assistance Procedural Manual (published by California Office of Emergency Services), California Emergency Resources Management Plan, California Mutual Aid Agreement with supporting Mutual Aid Agreements, California Law Enforcement Mutual Aid Plan and Fire Mutual Aid Plan, Government Code 3100, under California Law all public employees, including special district employees are “disaster service workers” and as such have special responsibilities in disasters.

Government Code 3101: For the purpose of this chapter the term "disaster service worker" [Yuba Community College District employees] includes all public employees and all volunteers in any disaster council or emergency organization accredited by the California Emergency Council. The term "public employees" includes all persons employed by the state or any county, city, city and county, state agency or public district, excluding aliens legally employed.

Government Code 3102 (a): All disaster service workers shall, before they enter upon the duties of their employment, take and subscribe to the oath or affirmation required by this chapter.

### **3. Proclamation of a State of Emergency by the Governor:**

The Governor is empowered to proclaim a State of Emergency when the existence of conditions of disaster or of extreme peril to the safety of persons and property within the state caused by such conditions as air pollution, fire, flood, storm, epidemic, riot, terrorism or earthquake or other conditions, other than conditions resulting from a labor controversy or conditions causing a State of War Emergency, or he is requested to do so by local authorities, or he finds that local authority is inadequate to cope with the emergency. See Article 2, Section 8558 (b), California Emergency Services Act, for additional information.

### **4. Government Code 8550:**

The state has long recognized its responsibility to mitigate the effects of natural, manmade, or war-caused emergencies which result in conditions of disaster or in extreme peril to life, property, and the resources of the state, and generally to protect the health and safety and preserve the lives and property of the people of the state. To insure that preparations within the state will be adequate to deal with such emergencies, it is hereby found and declared to be necessary: (e) to authorize the establishment of such organizations and the taking of such actions as are necessary and proper to carry out the provisions of this chapter. It is further declared to be the purpose of this chapter and the policy of this state that all emergency services functions of this state be coordinated as far as possible with the comparable functions of its political subdivisions, of the federal government including its various departments and agencies, of other states, and of private agencies of every type, to the end that the most effective use may be made of all manpower, resources, and facilities for dealing with any emergency that may occur.

### **5. Government Code 8557(a):**

"Emergency Council" means the California Emergency Council.

(c) "Political subdivision" includes any city, city and county, county, "district", or other "local governmental agency" or public agency authorized by law.

### **6. Government Code 8607 (a):**

The Standardized Emergency Management System (SEMS/NIMS) is the system for managing response to multi-Authority and multijurisdictional emergencies in California. SEMS/NIMS incorporate the use of the Incident Command System (ICS), the Master Mutual Aid Agreement, existing mutual aid systems, the operational area concept, and multi-Authority or inter-Authority coordination. Local governments must use SEMS/NIMS to be eligible for funding of their personnel-related costs under the state disaster assistance programs.

### **7. Government Code 8680.2:**

"Local agency" means any city, city and county, county, county office of education, "community college district", school district, or special district.

*See Administrative Procedures 3505*

**References:** *Education Code Sections 35294.2, 32282, 35296, 42140 and 71095; Homeland Security Act of 2002; Government Code Sections 3100 and 8607(a); National Fire Protection Association 1600; Homeland Security Presidential Directive-5; Executive Order S-2-05; 19 California Code of Regulations (CCR) Sections 2400-2450*

The Chancellor shall establish procedures that ensure that the District implements a program or plan to be activated in the event of an emergency, or when a natural disaster or hazardous condition occurs. This program or plan must comply with the National Incident Management System (NIMS), the Standardized Emergency Management System (SEMS) and should incorporate the functions and principles of the Incident Command System (ICS), the Master Mutual Aid Agreement (MMAA) and any other relevant programs.

The program must incorporate NIMS and SEMS to facilitate the coordination between and among agencies in the event of an emergency or natural disaster.

Compliance with NIMS and SEMS mandates include:

- Establishing a disaster preparedness program or plan
- Completion of training sessions by college personnel in compliance with NIMS and SEMS guidelines
  - o Training requirements vary based on job titles or assigned roles within the emergency management program

District and College personnel must be informed that as public employees, they are also disaster service workers during national, state, and local emergencies. The Chancellor should ensure that an ICS Team is created to carry out compliance with NIMS and SEMS mandates.

Responses to emergencies or natural disasters are organized by SEMS into five categories: field response, local government, operational areas, regions, and the state management level. The plan or program should contain information regarding activation and chain of command responsibilities.

Compliance with NIMS mandates requires planning and incorporation for all phases of emergency management including mitigation and prevention, preparedness, response, and recovery. The District must ensure that its plan is updated regularly. Colleges must comply with NIMS and SEMS to receive state or federal funding.

*See Board Policy 3505*

## **Timely Warning Notices**

The Clery Act requires Title IV institution, without exception, to have and disclose emergency response and evacuation procedures in response to significant emergency or dangerous situation immediate threat to the health or safety of students or employees occurring on the campus. The timely warnings are to address threats to the YCCD community. The campus crime alert is designed to give students, staff, and faculty a timely notification of crimes to heighten safety awareness, and to seek information that will lead to the arrest and conviction of perpetrators who commit violent crimes against persons or major crimes against property. The YCCD will issue a Crime Alert Bulletin when a crime is reported to the YCCDPD or a local police jurisdiction notifies the YCCDPD of a crime that represents a serious or continuing threat to the safety of the campus community.

The campus crime alert is designed to give students, staff, and faculty a timely notification of crimes, to heighten safety awareness, and to seek information that will lead to the arrest and conviction of perpetrators who commit violent crimes against persons or major crimes against property. The Yuba Community College District will issue a Crime Alert Bulletin when a crime is reported to the Yuba Community College District Police Department or local police jurisdiction that represents a serious or continuing threat to the safety of the campus community.

A threat is defined as any act or potential act that places the campus community in continuing risk or peril, as a result of a crime(s) against persons or serious felony (i.e. threats with a firearm, a bomb threat with specific information, sexual assault, kidnapping, or other egregious acts).

Crime Alerts will be distributed to the campus community using various mediums of communication. The Yuba Community College District Police Department and the Public Information Officer in coordination with campus and District administrators are responsible for assessing the need for and the distribution of the Crime Alerts. Situations will be assessed on a case-by-case basis, with great weight given to the Yuba Community College District Police Department's assessment of the total situation, including the best use of resources. The type of event or situation will be reviewed by the Yuba Community College District Police Department and the Public Information Officer to determine the most effective method to distribute the crime alert information.

When there is a possible public safety related "threat" to faculty, staff, and students on campus, the Yuba Community College District Police and the Public Information Officer will make reasonable efforts to notify the faculty, staff and students via one or more of the following methods:

- Crime Alert Bulletins (timely warnings) will be sent to faculty, staff, and students via e-mail.
- Crime Alert Bulletins will be posted on the Yuba Community College District Police Department Web site.
- To notify students, faculty will be asked to make announcements in their classes. • Crime Alert Bulletins may be put at the entrances to major student-gathering

places(i.e., Library, Learning Resource Center, Student Services, Cafeteria etc.), and/or on buildings that are directly impacted by the event.

YCCDPD Officers will determine whether the notice of threat will be made on campus only or disseminated to off campus sources.

- The YCCDPD will notify the media, as appropriate, in order to inform the campus community.

Crime Alert Bulletins will be posted or distributed as soon as practical or within 48 hours of the event, depending on the severity of the event, resources, and the factual information gathered. Crime Alert Bulletins will be removed in a timely fashion after the event has subsided or the potential for danger is gone.

Crime Alert Bulletins will contain:

- A succinct statement of the incident (who, what, when, where, how, time reported etc.)
- Any bias motive
- Any connection to previous incidents
- Physical description of the suspect
- If relevant, gender of the victim and student/non student status
- Date and time the bulletin was released
- Safety tips related to the prevention of similar crimes
- Campus/site identifier and associated report number

EMS-YCCD Emergency Messaging System: Regroup

- ❖ Sign up to receive emergency notifications via text or voice notification (all employees are automatically enrolled to receive email notifications)
- ❖ Students are automatically enrolled to receive email notifications from every site at which they take classes (on-line at the site the section originates from)

### **ALL Campus Locations:**

To access EMS website:

1. [www.yccd.edu](http://www.yccd.edu) (YCCD homepage)
2. Campus Safety to Emergency Messaging
3. Login: WebAdvisor Id and password



### **Safety of Buildings and Grounds**

The YCCD buildings are monitored and patrolled by District Police, as well as Maintenance and Operations Staff. The Police Department regularly patrols campus and reports malfunctioning lights and other unsafe physical conditions to the Maintenance and Operations Staff for correction.

Facilities and landscaping are maintained in a manner that minimizes hazardous conditions. Campus lighting typically meets or exceeds the industry standard for pedestrian walkways. Shrubbery and other vegetation are kept trimmed to avoid obstructing visibility. Parking lots throughout campus are well lit and routinely patrolled by the District Police. In addition, the parking lots on each campus are equipped with a communication system that is connected to the YCCDPD. Other members of the YCCD community are helpful when they report equipment problems to YCCDPD or to Facilities Management. Possession and use of weapons are prohibited on the YCCD campuses.

## **Fire Safety**

Take fire alarms seriously and evacuate quickly and calmly! Touch closed doors, and do not try to open them if they are hot. Do not use elevators—take the stairs. Move away from fire and smoke. Close doors and windows if time permits. Pull an alarm as you leave the building, if one has not already been pulled.

Call:

### Yuba College

YCCDPD Office..... (530) 741-6771

Officer Cell Phone..... (530) 870-1158

Yuba County Sheriff..... (530) 749-7777

### Woodland Community College

YCCDPD Office..... (530) 661-5722

Officer Cell Phone..... (530) 661-8782

Woodland Police Dept..... (530) 666-2411

### Clear Lake Campus

Clearlake Police Dept.... (707) 994-8251

### Colusa County Outreach Facility

Williams Police Dept..... (530) 473-2661

### Sutter County Facility

Yuba City Police Dept... (530) 822-4660

Fire safety is everyone's responsibility. If you live in a rental unit or apartment, do not assume your safety is the landlord's chief concern. Know how to escape a fire successfully and evaluate your home for basic fire safety.

YCCD does not have a Fire Safety Policy

YCCD does not have a campus student housing facilities for a Fire Log

**Missing Student Alert**

If a member of the YCCD community believes that a student is missing, he or she should immediately notify the YCCDPD by calling 530-741-6771 or 530-661-5722 or 911 and the agency will investigate, generate a missing person report, enter relevant student data into an appropriate database and involve other law enforcement agencies as necessary. The missing student protocol will be activated within 24 hours of the determination the student is missing. The YCCD PD will notify the person identified by the student as the “missing person contact”. Only authorized campus officials and law enforcement officers may have access to this information. If the missing student is under 18 years of age, and is not an emancipated individual the YCCDPD will notify the student’s parent or legal guardian that the student is considered missing. In the event the student has not registered a contact person, law enforcement will be notified that the student is missing and proceed with the investigation.

### **Student Patrol/Safety Escort Service**

If you feel unsafe walking on campus you may request a safety escort by dialing the following:

❖ **Yuba College, Marysville Campus:**

- **From any on campus telephone:** dial extension 6771; ○  
From all other phones: (530) 741-6771;
- After business hours: contact an Officer via cell phone  
(530) 8701158.

❖ **Woodland Community College, Woodland Campus:**

- **From any on campus telephone:** dial extension 5722; ○  
From all other phones: (530) 661-5722;
- After business hours: contact an Officer via cell phone  
(530) 6818782.

Be sure to provide the YCCDPD Officer with your current location and intended destination. If there are special circumstances or risks that you know about, be sure to share them with the officer. Subject to availability, an officer will be dispatched to your location to walk with you to your destination. An officer may wish to transport you in a vehicle if it is more practical based on conditions. Monday – Friday 8:00am – 10:00pm

### **Critical Incident Response Team (CIRT)**

Move away from the site of the hazard to a safe location. Follow the directions of professional emergency workers.

Call:

#### Yuba College

YCCDPD Office..... (530) 741-6771

Officer Cell Phone..... (530) 870-1158

Yuba County Sheriff..... (530) 749-7777

#### Woodland Community College

YCCDPD Office..... (530) 661-5722

Officer Cell Phone..... (530) 661-8782

Woodland Police Dept..... (530) 666-2411

#### Clear Lake Campus

Clearlake Police Dept.... (707) 994-8251

#### Colusa County Outreach Facility

Williams Police Dept..... (530) 473-2661

#### Sutter County Facility

Yuba City Police Dept... (530) 822-4660

## **ALCOHOL AND DRUG POLICIES**

Each year, college students spend about \$5.5 billion on alcohol, mostly beer. This is more than they spend on books, soda, coffee, juice, and milk combined<sup>1</sup>. Although often viewed as a “social lubricant”, alcohol can quickly deteriorate social relations. Alcohol also has other consequences, including: increased risk of accidents, homicide, suicide, physical injury, sexual assault, and psychological and behavioral problems. These are in addition to the legal, health and academic risks of abuse. These same risks hold true for alcohol or drug-impaired faculty and staff.

If you decide to drink, the following tips may help prevent unwanted problems:

Remember, the legal drinking age is 21. Underage drinking puts you at risk for sanctions.

Set your own alcohol limit and stick to it. Pace your drinking.

Designate a nondrinker in your group. This person can watch out for potential problems, including excessive drinking.

Don’t leave your group of friends, and don’t put yourself at risk by leaving with a new acquaintance.

Monitor your drink at all times. Do not drink “punches” or other drinks that you did not see made. Discard your drink if it has been left unattended for any length of time.

Consider your use patterns.

<sup>1</sup>Eigan, Lewis. Alcohol Practices, Policies and Potentials of American Colleges and Universities, U.S Department of Health and Human Services, 1991.0

### **Getting a Person to Seek Help**

Alcohol/Drug abuse is often characterized by denial: here are a few hints for getting the message across:

Talk with the person when they are sober.

Give facts, not lectures.

Do not make or accept excuses for drug affected behavior.

Identify benefits of seeking help, and the consequences of not seeking help.

Show honest concern and patience.

Be prepared with information and referrals.

Seek assistance in helping this person.

Do not rescue; let the person clear up his/her own mistakes and assume responsibility for his/her drinking using behavior.

### **Laws and Campus Policies**

Campus policy and state law forbid unlawful manufacture, distribution, dispensing, possession, use, or sale of alcoholic beverages or controlled substances by employees and students in the workplace, on College premises, at official College functions or on College business. Specific restrictions can be found in the following sources:

Student Handbook: Rights, Responsibilities, & Procedures (Copies of these documents can be obtained in Building 300, Room 303B)

The Federal Drug Free Workplace Act of 1988 (Public Law 100-690, Title V, Sub D)

Drug Free Schools and Communities Acts of 1989

California State Drug Free Workplace Act of 1990

The Controlled Substances Act, 21 United States Code 812, and by regulations at 21, Code of Federal Regulations 1308.

Business and Professions Code Section 25608, Possession of any alcoholic beverage while on school grounds.

*Reference: Drug Free Schools and Communities Act Amendment, 1989; Federal Drug-Free Workplace Act, 1988*

The District is committed to providing its employees and students with a drug-free workplace and campus environment. It emphasizes prevention and intervention through education. The following program has been adopted to implement this policy:

The Student Code of Conduct, supported by Education Code Section 60041, prohibits the unlawful possession, use, or distribution of illicit drugs and/or alcohol by students on its property or as part of any of its activities.

Information regarding applicable legal sanctions under local, State, and Federal law for the unlawful possession or distribution of illicit drugs and/or alcohol is available to all students through the District Police Department.

Educational materials regarding the health risks associated with the use of illicit drugs and the abuse of alcohol are made available to all students through the District Counseling Services. Information regarding resources for drug or alcohol counseling and treatment are also available through the District Counseling Services.

The Chief Student Services Officer of the college/campus will keep records of all disciplinary actions and evaluate consistency of all enforcement.

### **Prohibition of Drugs**

The unlawful manufacture, distribution, dispensing, possession, or use of alcohol or any controlled substance is prohibited on District property, during District-sponsored field trips, activities or workshops, and in any facility or vehicle operated by the District.

Violation of this prohibition will result in appropriate action up to and including termination of employment, expulsion, and referral for prosecution, or, as permitted by law, may require satisfactory participation in an alcohol or drug abuse assistance or rehabilitation program.

As a condition of employment, employees must notify the District within days of any conviction for violating a criminal drug statute while in the workplace. The District is required to inform any agencies that require this drug-free policy within ten days after receiving notice of a workplace drug conviction.

*See Administrative Policy 3550*



## **SEXUAL ASSAULT POLICES**

Sexual assault prevention, education, policy, and procedures are governed by the Yuba Community College District Campus Student Policy and Procedures Regarding Rape and Sexual Assault. This policy describes in detail prevention and education programs around the topic of sexual assault, as well as procedures for dealing with incidents after they have occurred. Any sexual assault or physical abuse, including, but not limited to, rape, as defined by California law, whether committed by an employee, student, or member of the public, occurring on District property, or on an off-campus site or facility maintained by the District, or on grounds or facilities maintained by a student organization, is a violation of District policies and regulations, and is subject to all applicable punishment, including criminal procedures and employee or student disciplinary procedures. (See also, AP 5500, Standards of Student Conduct.)

"Sexual assault" includes but is not limited to, rape, forced sodomy, forced oral copulation, rape by a foreign object, sexual battery, or threat of sexual assault. All students, faculty members, or staff members who allege they are the victims of a sexual assault on District property shall be provided with information regarding options and assistance available to them. Information shall be available from the Yuba Community College District Police Department, which shall maintain the identity and other information about alleged sexual assault victims as confidential unless and until the Yuba Community College District Police Department is authorized to release such information.

The Yuba Community College District is committed to creating and maintaining an environment in which all persons who participate in College programs and activities can work together in an atmosphere free of all forms of harassment, exploitation, or intimidation. The YCCD will take appropriate action to prevent, correct, and discipline behavior that is found to violate campus policy or regulations proscribing rape or sexual assault (hereafter in referred to as sexual assault).

### **Campus Procedures for Responding to Sexual Assault**

This section outlines the procedures the campus follows in responding to reports of sexual assault allegedly committed by students. It assumes that the incident occurred on or near campus (at an official College function or on College property). However, many of the procedures and services described here also apply if the incident happened off-campus or if the individual reporting the assault is not a student.

When an incident is reported to any unit providing sexual assault resources on campus, the person to whom the report is made shall inform the student of her or his option to notify local law enforcement authorities, including the Yuba Community College District Police Department. The student shall also be informed of the importance of preserving evidence required for proof of possible criminal activity, and of the availability of the institutional personnel to assist the student in notifying the authorities of the incident, upon the student's request. Finally, the student shall also be informed of the existing on and off campus counseling, mental health, and other student services as outlined below.

The campus provides confidential and trained assistance to individuals reporting a sexual assault. Primary assistance is given through Student Health Services. Student Health Services offers both immediate and ongoing response to students, including confidential crisis counseling, assistance, and advocacy with the initial medical evaluation, and academic and housing issues. Student Health Services also provides general medical care for students who report being sexually assaulted. Other services include treatment for injuries, testing for pregnancy, sexually transmitted disease, and HIV. However, the YCCD does not provide medical evidence collection. For this procedure, the patient would be referred to a community emergency room.

Off-campus resources include local physicians, hospitals such as Rideout Hospital (located in Marysville), and local law enforcement authorities, such as the Yuba County Sheriff's Department, Woodland Police Department and Clear Lake Police Department.

If the student is willing to report the incident to the Yuba Community College District Police Department, she or he is informed that medical evidence can be collected at the same time as medical care is provided. However, without a police report, medical evidence for a criminal prosecution cannot be collected. Under these circumstances, the student is informed that the state will bear the cost of the medical exam and is instructed not to bathe, shower, or douche so that important medical evidence can be preserved.

Although the student is not required to notify any law enforcement authority regarding the incident, the person to whom the report is made shall contact the Yuba Community College District Police Department to inform them that a sexual assault may have occurred. The YCCDPD in turn shall notify the Title IX Compliance Officer, who is responsible for coordinating the campus's response to the incident. Licensed mental health workers, who learn about sexual assault as part of their professional roles, are not required to violate confidentiality. Anonymous summary statistical information will be reported.

After the YCCDPD is contacted, a uniformed officer will be dispatched to initiate an investigation. The local law enforcement jurisdiction will be notified by the YCCDPD. With the consent of the student, a full police report will be taken by a police officer who accompanies the student to the hospital. At the request of the student, a friend, family member, or other designated person may be present. The officer will advise the student regarding hospital procedures and the availability of assistance through Student Health Services. The YCCDPD will assist the local law enforcement jurisdiction with the investigation and YCCDPD will explain the legal process to the student. The completed investigation shall present a completed written investigation to the District Attorney's Office for review and if/or further charges need to be filed.

If the student is unwilling to report the matter to the police or to be transported to the hospital by the police, she or he is then urged to seek assistance immediately from Student Health Services for coordination of medical care, counseling, and other available support alternatives. The student may request changes in her or his academic situation or in that of an alleged assailant, after the student has made a report of an assault, and the campus shall grant any reasonable request for such change.

When a student reports being sexually assaulted by another student, the Vice-President of Academic and Student Services Office or Campus Dean, at the direction of the Title IX Compliance Officer, shall conduct a timely investigation of the allegations in the case and interview any witnesses as needed. The determination of whether to proceed with charges in a sexual assault case is the joint decision of the Vice-President of Academic and Student Services Office or Campus Dean and the Title IX Compliance Officer, in consultation as needed with the Police Department, with final authority residing with the Title IX Compliance Officer. When formal charges are brought against the accused student by the College, the case shall either go to a hearing for adjudication or an administrative disposition settlement agreement shall be negotiated.

The individual charged with sexual assault is entitled to due process and will be given notice and a full opportunity to respond to the allegation made against her or him. The individual can seek representation, may have the same opportunity as the student who reported being assaulted to have a non-participating observer present during the proceedings, and is entitled to information about the campus policy on rape and sexual assault and the procedures that will be followed. If the Vice-President of Academic and Student Services Office or Campus Dean imposes disciplinary sanctions, the student who reports being sexually assaulted is informed of the outcome, and the charged student may appeal the action as set forth in the Campus Code of Student Conduct.

When a student who reports being sexually assaulted files charges with the Yuba Community College District Police Department, the criminal investigation and the campus judicial investigation are coordinated but independently conducted, occurring simultaneously or sequentially, on a case-by-case basis.

*Reference: Education Code Section 67385; the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act; 34 C.F.R. § 668.46(b)(11) (“the Clery Act,” 20 U.S.C. § 1092(f))*

Any sexual assault or physical abuse, including, but not limited to, rape, as defined by California law, whether committed by an employee, student, or member of the public, occurring on District property, or on an off-campus site or facility maintained by the District, or on grounds or facilities maintained by a student organization, is a violation of District policies and regulations, and is subject to all applicable punishment, including criminal procedures and employee or student discipline procedures. (See also, AP 5500, Standards of Student Conduct.)

“Sexual assault” includes but is not limited to, rape, forced sodomy, forced oral copulation, rape by a foreign object, sexual battery, or threat of sexual assault. All students, faculty members, or staff members who allege they are the victims of a sexual assault on District property shall be provided with information regarding options and assistance available to them. Information shall be available from the District Police Department, which shall maintain the identity and other information about alleged sexual assault victims as confidential unless and until the District Police Department is authorized to release such information.

Any victim of sexual assault should notify the District Police Department as soon as possible. The District Chief of Police shall provide all alleged victims of sexual assault with the following upon request:

- A copy of the District's policy and procedure regarding sexual assault;
- A list of District personnel who will be notified of the assault and procedures for such notification, if the alleged victim consents;
  1. Chief Student Services Officer of the college/campus and the College Nurse if the victim is a student or a visitor.
  2. The Director of Personnel Services and Human Resources Development, the Chief Student Services Officer of the college/campus, and the College Nurse if the victim is an employee.
- A description of available services, and the persons on campus available to provide those services if requested. Services, and those responsible for providing or arranging them, include:
  1. Arrange for transportation to a hospital, if necessary;
  2. Counseling or referral to a counseling center;
  3. Notice to the police;
  4. A list of other available District resources or appropriate off-campus resources.
  5. California Victim Compensation Program [www.victimcompensation.ca.gov](http://www.victimcompensation.ca.gov) (1-800-777-9229);
  6. California Coalition Against Sexual Assault <http://www.calcasa.org> (916-446-2520);
  7. The National Women's Health Information Center [www.womenshealth.gov](http://www.womenshealth.gov)
- A description of each of the following procedures (by Chief Student Services Officer of the college/campus if victim is a student, by Director of Personnel Services and Human Resources Development if victim is an employee and by Chief of Police if victim is a visitor):
  1. Criminal prosecution;
  2. Civil prosecution (i.e., lawsuit);
  3. District disciplinary procedures, both student and employee;
  4. Modification of class schedules;
  5. Tutoring, if necessary.

All alleged victims of sexual assault on District property shall be kept informed, through the Chief Student Services Officer of the college/campus, if the victim is a student, Director of Personnel Services and Human Resources Development if the victim is an employee, or District Chief of Police if the victim is a visitor, of any ongoing investigation. Information shall include the status of any student or employee disciplinary proceedings or appeal; alleged victims of sexual assault are required to maintain any such information in confidence, unless the alleged assailant has waived rights to confidentiality.

The District shall maintain the identity of any alleged victim or witness of sexual assault on District property, as defined above, in confidence unless the alleged victim or witness specifically waives

that right to confidentiality. All inquiries from reporters or other media representatives about alleged sexual assaults on District property shall be referred to the District's Chief Student Services Officer of the college/campus who shall work with the District Chief of Police to assure that all confidentiality rights are maintained.

Additionally, the Annual Security Report will include a statement regarding the District's programs to prevent sex offenses and procedures that should be followed after a sex offense occurs. The statement must include the following:

- A description of educational programs to promote the awareness of rape, acquaintance rape, and other sex offenses;
- Procedures to follow if a sex offense occurs, including who should be contacted, the importance of preserving evidence to prove a criminal offense, and to whom the alleged offense should be reported;
- Information on a student's option to notify appropriate law enforcement authorities, including on-campus and local police, and a statement that District personnel will assist the student in notifying these authorities, if the student so requests;
- Information for students about existing on- and off-campus counseling, mental health, or other student services for victims of sex offenses;
- Notice to students that the District will change a victim's academic situation after an alleged sex offense and of the options for those changes, if those changes are requested by the victim and are reasonably available;
- Procedures for District disciplinary action in cases of an alleged sex offense, including a clear statement that:
  1. The accuser and the accused are entitled to the same opportunities to have others present during a disciplinary proceeding; and
  2. Both the accuser and the accused must be informed of the outcome of any institutional disciplinary proceeding resulting from an alleged sex offense. Compliance with this paragraph does not violate the Family Educational Rights and Privacy Act. For the purposes of this paragraph, the outcome of a disciplinary proceeding means the final determination with respect to the alleged sex offense and any sanction that is imposed against the accused.
  3. A description of the sanctions the District may impose following a final determination by a District disciplinary proceeding regarding rape, acquaintance rape, or other forcible or non-forcible sex offenses.

In the cases of violent crimes with potential threat to other students and employees, the District will provide timely notice to the District community in a manner that will aid in the prevention of similar occurrences.

*See Board Policy 3540*

### **THE FEDERAL CAMPUS SEX CRIMES PREVENTION ACT**

The State of California requires sex offenders to register with the police in the jurisdiction in which they reside. The State makes this information available to law enforcement agencies. The information is available to the public at the local police department. State law (October, 2002) also requires sex offenders to register with the YCCDPD if they are working at the College (including contractors) or attend classes. The Family Educational Rights and Privacy Act (FERPA) was also amended to make it clear that FERPA does not prohibit release of data on registered sex offenders under this law.

Megan's Law allows the public to view information about "Serious" and "High Risk" sexual offenders that may be residing in their community. This enables the public to be aware of potential risks in their community. The public can then make informed decisions when taking safety precautions to protect themselves and their children from sex offenders. Visit the on-line sex offender registration web site at: <http://meganslaw.ca.gov>.

## **DISTRICT/COLLEGE SERVICE UNITS AND DEPARTMENT**

The following listing provides telephone numbers of campus units that deal with issues of personal health, safety, and empowerment; substance abuse prevention, assessment, and treatment; and student legal assistance.

### **Local Resources and Support Groups**

Your local Victim Witness Assistance Center can provide advocacy and specific information on local resources, the Victim Compensation Program, nonprofit victim's rights groups, and support groups. To obtain information on the Victim Witness Assistance Center nearest to you, contact: **Attorney General's Victim Services Unit 1-877-433-9069**

### **California Statewide and National Resources**

The following are some of the resources available to victims and their families. This is not an exhaustive list.

The Attorney General offers these references for informational purposes only.

California Attorney General's Victim Services Unit 1-877- 433-9069  
[www.ag.ca.gov/victimservices](http://www.ag.ca.gov/victimservices)

California Department of Corrections and Rehabilitation, Office of Victim & Survivor Rights & Services, 1-877-256-OVSS (6877)  
[www.cdcr.ca.gov/victim\\_services](http://www.cdcr.ca.gov/victim_services)

Rape, Abuse, Incest, National Network 1-800-656-HOPE (4673)  
<http://www.rainn.org/>

California Partnership to End Domestic Violence 1-800-524-4765  
[www.cpedv.org](http://www.cpedv.org)

Victims of Crime Resource Center, Pacific/McGeorge School of Law,  
1-800-842-8467, [www.1800victims.org/#](http://www.1800victims.org/#), [victims2@pacific.edu](mailto:victims2@pacific.edu)

National Center for Victims of Crime, (202) 467-8700  
[www.nsvrc.org/organizations/62](http://www.nsvrc.org/organizations/62)

National Domestic Violence Hotline 1-800-799-SAFE (7233)  
[www.ndvh.org](http://www.ndvh.org)

### **Victim Compensation Program Help**

for victims\* of:

Assault	Drunk Driving	Sexual Assault
Child Abuse	Homicide	Vehicle Manslaughter
Domestic Violence	Robbery	Human Trafficking



What potentially can the Victim Compensation Program help pay for?

Medical and Dental Bills

Relocation

Mental Health counseling

Crime Scene cleanup

Funeral Costs

Loss of income

For more information contact your local Victim Witness Assistance Center or:

**Victim Compensation and Government Claims Board**

1-800-777-9229

[www.vcgcb.ca.gov](http://www.vcgcb.ca.gov)

**For help in a crisis call:**

YCCD Police Department: YC: 530-741-6771 or 6772

WCC: 530-661-2522/530-661-5722

YC Administrator: 530-741-6766

WCC Administrator 530-661-4222

Casa de Esperanza

24-Hour Crisis Line: 530-674-2040

Battered women/children & rape crisis center

Yuba-Sutter Mental Health

24 Hour Crisis Line: 530-673-8255

Psychiatric emergencies

Online Help: <http://halfofus.com> or <http://ulifeline.org/main/Home.html>

## **CRIME STATISTICS**

Campus officials having responsibility for oversight of student activities, and relevant local agencies. YCCD officials participated in sanctioned training sessions in the spring and summer of 2012 on Clery Act compliance. Crime definitions are from the Uniform Crime Reporting (UCR) Handbook and sex offense definitions are from the National Incident Based Reporting System (NIBRS) edition of the Uniform Crime Reporting Program. For statistical purposes, crime statistics reported to any of these sources are recorded in the calendar year the crime was reported. A written request for statistical information is made on an annual basis to all YCCD Deans, Directors, and known Campus Security Authorities.

All of the statistics are gathered, compiled, and reported to the YCCD community via this report. This information is available at the Yuba Community College District website at [www.yccd.edu](http://www.yccd.edu), Campus Safety. The YCCD authorities submit the annual crime statistics published in this report to the United States Department of Education (DOE). The statistical information gathered by the United States Department of Education is available to the public through the DOE website. <http://ope.ed.gov/security/>

## Yuba College

OFFENSE	LOCATION	2013	2014	2015
MURDER / NON-NEGLIGENT MANSLAUGHTER	ON CAMPUS	0	0	0
	PUBLIC PROPERTY	0	0	0
NEGLIGENT MANSLAUGHTER	ON CAMPUS	0	0	0
	PUBLIC PROPERTY	0	0	0
SEX OFFENSES/RAPE	ON CAMPUS	0	0	0
	PUBLIC PROPERTY	0	1	0
VAWA	ON CAMPUS	0	0	1
	PUBLIC PROPERTY	0	0	0
ROBBERY	ON CAMPUS	0	0	0
	PUBLIC PROPERTY	0	1	0
AGGRAVATED ASSAULT	ON CAMPUS	0	0	0
	PUBLIC PROPERTY	0	0	0
BURGLARY	ON CAMPUS	2	6	5
	PUBLIC PROPERTY	0	0	0
MOTOR VEHICLE THEFT	ON CAMPUS	9	0	0
	PUBLIC PROPERTY	0	0	0
ARSON	ON CAMPUS	0	0	0
	PUBLIC PROPERTY	0	0	0
LIQUOR LAW ARRESTS	ON CAMPUS	0	4	1
	PUBLIC PROPERTY	0	0	0
LIQUOR LAW VIOLATIONS REFERRED FOR DISCIPLINARY ACTION	ON CAMPUS	0	0	0
	PUBLIC PROPERTY	0	0	0
DRUG LAW ARRESTS	ON CAMPUS	3	2	3
	PUBLIC PROPERTY	0	0	1
DRUG LAW VIOLATIONS REFERRED FOR DISCIPLINARY ACTION	ON CAMPUS	0	0	0
	PUBLIC PROPERTY	0	0	0
ILLEGAL WEAPONS POSSESSION ARRESTS	ON CAMPUS	0	0	2
	PUBLIC PROPERTY	0	0	0
ILLEGAL WEAPONS POSSESSION VIOLATIONS REFERRED FOR DISCIPLINARY ACTION	ON CAMPUS	0	0	0
	PUBLIC PROPERTY	0	0	0
HATE CRIMES	ON CAMPUS	0	0	0
	PUBLIC PROPERTY	0	0	0
DOMESTIC VIOLENCE	ON CAMPUS	0	0	0
	PUBLIC PROPERTY	0	0	0
DATING VIOLENCE	ON CAMPUS	0	0	0
	PUBLIC PROPERTY	0	0	0
STALKING	ON CAMPUS	0	0	0
	PUBLIC PROPERTY	0	0	0

## Clear Lake Center

OFFENSE	LOCATION	2013	2014	2015
MURDER / NON-NEGLIGENT MANSLAUGHTER	ON CAMPUS	0	0	0
	PUBLIC PROPERTY	0	0	0
NEGLIGENT MANSLAUGHTER	ON CAMPUS	0	0	0
	PUBLIC PROPERTY	0	0	0
SEX OFFENSES/RAPE	ON CAMPUS	0	0	0
	PUBLIC PROPERTY	0	0	0
VAWA	ON CAMPUS	0	0	0
	PUBLIC PROPERTY	0	0	0
ROBBERY	ON CAMPUS	0	0	0
	PUBLIC PROPERTY	0	0	0
AGGRAVATED ASSAULT	ON CAMPUS	0	0	0
	PUBLIC PROPERTY	0	0	0
BURGLARY	ON CAMPUS	0	3	0
	PUBLIC PROPERTY	0	0	0
MOTOR VEHICLE THEFT	ON CAMPUS	0	0	0
	PUBLIC PROPERTY	0	0	0
ARSON	ON CAMPUS	0	0	0
	PUBLIC PROPERTY	0	0	0
LIQUOR LAW ARRESTS	ON CAMPUS	0	0	0
	PUBLIC PROPERTY	0	0	0
LIQUOR LAW VIOLATIONS REFERRED FOR DISCIPLINARY ACTION	ON CAMPUS	0	0	0
	PUBLIC PROPERTY	0	0	0
DRUG LAW ARRESTS	ON CAMPUS	0	0	0
	PUBLIC PROPERTY	0	0	0
DRUG LAW VIOLATIONS REFERRED FOR DISCIPLINARY ACTION	ON CAMPUS	0	0	0
	PUBLIC PROPERTY	0	0	0
ILLEGAL WEAPONS POSSESSION ARRESTS	ON CAMPUS	0	0	0
	PUBLIC PROPERTY	0	0	0
ILLEGAL WEAPONS POSSESSION VIOLATIONS REFERRED FOR DISCIPLINARY ACTION	ON CAMPUS	0	0	0
	PUBLIC PROPERTY	0	0	0
HATE CRIMES	ON CAMPUS	0	0	0
	PUBLIC PROPERTY	0	0	0
DOMESTIC VIOLENCE	ON CAMPUS	0	0	0
	PUBLIC PROPERTY	0	0	0
DATING VIOLENCE	ON CAMPUS	0	0	0
	PUBLIC PROPERTY	0	0	0
STALKING	ON CAMPUS	0	0	0
	PUBLIC PROPERTY	0	0	0

## Woodland Community College

OFFENSE	LOCATION	2013	2014	2015
MURDER / NON-NEGLIGENT MANSLAUGHTER	ON CAMPUS	0	0	0
	PUBLIC PROPERTY	0	0	0
NEGLIGENT MANSLAUGHTER	ON CAMPUS	0	0	0
	PUBLIC PROPERTY	0	0	0
SEX OFFENSES/RAPE	ON CAMPUS	1	0	0
	PUBLIC PROPERTY	0	0	0
VAWA	ON CAMPUS	0	0	0
	PUBLIC PROPERTY	0	0	0
ROBBERY	ON CAMPUS	0	0	0
	PUBLIC PROPERTY	0	0	0
AGGRAVATED ASSAULT	ON CAMPUS	0	0	0
	PUBLIC PROPERTY	1	0	0
BURGLARY	ON CAMPUS	0	0	0
	PUBLIC PROPERTY	0	0	0
MOTOR VEHICLE THEFT	ON CAMPUS	0	0	0
	PUBLIC PROPERTY	0	0	0
ARSON	ON CAMPUS	0	0	0
	PUBLIC PROPERTY	1	0	0
LIQUOR LAW ARRESTS	ON CAMPUS	0	0	0
	PUBLIC PROPERTY	1	1	0
LIQUOR LAW VIOLATIONS REFERRED FOR DISCIPLINARY ACTION	ON CAMPUS	0	0	0
	PUBLIC PROPERTY	0	0	0
DRUG LAW ARRESTS	ON CAMPUS	0	0	1
	PUBLIC PROPERTY	9	10	6
DRUG LAW VIOLATIONS REFERRED FOR DISCIPLINARY ACTION	ON CAMPUS	0	0	0
	PUBLIC PROPERTY	0	0	0
ILLEGAL WEAPONS POSSESSION ARRESTS	ON CAMPUS	0	0	0
	PUBLIC PROPERTY	8	4	0
ILLEGAL WEAPONS POSSESSION VIOLATIONS REFERRED FOR DISCIPLINARY ACTION	ON CAMPUS	0	0	0
	PUBLIC PROPERTY	0	0	0
HATE CRIMES	ON CAMPUS	0	0	0
	PUBLIC PROPERTY	0	0	0
DOMESTIC VIOLENCE	ON CAMPUS	0	0	0
	PUBLIC PROPERTY	0	0	0
DATING VIOLENCE	ON CAMPUS	0	0	0
	PUBLIC PROPERTY	0	0	0
STALKING	ON CAMPUS	0	0	0
	PUBLIC PROPERTY	0	0	0

## **DEFINITIONS OF CLERY ACT CRIMES**

*(Crime Definitions from the Uniform Crime Reporting Handbook and Sex Offenses Definitions from the National Incident-Based Reporting System Edition of the Uniform Crime Reporting Program)*

**Murder and Non-Negligent Manslaughter:** The willful (non-negligent) killing of one human being by another. NOTE: Deaths caused by negligence, attempts to kill, assaults to kill, suicides, accidental deaths are excluded.

**Negligent Manslaughter:** The unlawful killing of a human being without any deliberation, which may be involuntary, in the commission of a lawful act without due caution and circumspection.

**Sex Offenses:** Any sexual act directed against another person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent.

### **A. Rape**

Unlawful sexual intercourse or 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.

### **B. Sodomy**

Oral or anal sexual intercourse with another person, forcibly and/or against that person's will; or not forcibly against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.

### **C. Sexual Assault With An Object**

The use of an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another person, forcibly and/or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.

### **D. Fondling**

The touching of the private body parts of another person for the purpose of sexual gratification, forcibly and/or against that person's will; or, not forcibly or against the person's will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental incapacity.

**Robbery:** The taking or attempting to take anything of value by force or threat of force or violence and/or by putting the victim in fear.

**Aggravated Assault:** An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by means likely to produce death or great bodily harm. It is not necessary that injury result from an aggravated assault when a gun, knife, or other weapon is used which could or probably would result in a serious potential injury if the crime were successfully completed.

**Burglary:** The unlawful entry of a structure to commit a felony or a theft. For reporting purposes this definition includes: forcible entry, unlawful entry, and attempted forcible entry with intent to

commit a larceny or a felony; breaking and entering with intent to commit a larceny; housebreaking; safecracking; and all attempts to commit any of the aforementioned.

**Motor Vehicle Theft:** The theft or attempted theft of a motor vehicle. (Classify as motor vehicle theft all cases where automobiles are taken by persons not having lawful access, even though the vehicles are later abandoned – including joy riding).

**Arson:** The willful or malicious burning or attempt to burn, with or without intent to defraud, a dwelling, house, public building, motor vehicle or aircraft, or personal property of another kind.

**Domestic Violence:** A felony or misdemeanor crime of violence committed by a current or former spouse or intimate partner of the victim, a person with whom the victim shares a child in common, a person who is cohabitating with or has cohabitated with the victim or spouse or intimate partner, a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving grant monies [under VAWA], or 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.

**Dating Violence:** Violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim; and where the existence of such a relationship shall be determined based on a consideration of the following factors: The length of the relationship; the type of relationship; and the frequency of interaction between the persons involved in the 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 suffer substantial emotional distress.

**Liquor Law Violations:** The violation of laws or ordinance prohibiting: the manufacture, sale, transporting, furnishing, possessing of intoxicating liquor; maintaining unlawful drinking places; bootlegging; operating a still; furnishing liquor to minor or intemperate person; using a vehicle for illegal transportation of liquor; drinking on a train or public conveyance; all attempts to commit any of the aforementioned. (Drunkenness and driving under the influence are not included in this definition.)

**Drug Abuse Violations:** Violations of state and local offenses relating to unlawful possession, sale, use, growing, manufacturing, and making of narcotic drugs including opium or cocaine and their derivatives (morphine, heroin, codeine); marijuana; synthetic narcotics (Demerol, methadone); and dangerous non-narcotic drugs (barbiturates, Benzedrine).

**Weapon Law Violations:** The violation of laws or ordinances prohibiting the manufacture, sale, purchase, transportation, possession, concealment, or use of firearms, cutting instruments, explosives, incendiary devices, or other deadly weapons.

## **HATE CRIMES DEFINITIONS**

**Hate Crimes:** Crimes that manifest evidence that the victim was intentionally selected because of the victim's race, gender, religion, sexual orientation, ethnicity/national origin, or disability.

YCCD is required to report statistics for hate (bias) related crimes by the type of bias as defined below for the following classifications: murder/non-negligent manslaughter, negligent manslaughter, sex offenses (forcible and non-forcible), robbery, aggravated assault, burglary, motor vehicle theft, arson, liquor law violations, drug violations and/or illegal weapons possession and larceny, vandalism, intimidation, and simple assault, and any crimes involving bodily injury to any person.

**Larceny:** The unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another.

**Vandalism:** To willfully or maliciously destroy, damage, deface, or otherwise injure real or personal property without the consent of the owner or the person having custody or control of it .

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

**Simple Assault:** An unlawful physical attack by one person upon another where neither the offender displays a weapon, nor the victim suffers obvious severe or aggravated bodily injury involving apparent broken bones, loss of teeth, possible internal injury, severe laceration or loss of consciousness.

If a hate crime occurs where there is an incident involving intimidation, vandalism, larceny, simple assault or other bodily injury, the law requires that the statistic be reported as a hate crime even though there is no requirement to report the crime classification in any other area of the compliance document.



## RELEVANT STATE AND FEDERAL WEBSITES

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U.S. Department of Education – Campus Security  
<http://www2.ed.gov/admins/lead/safety/campus.html>

U.S. Department of Education – Higher Education Center  
<http://www.insidehighered.com>

U.S. Department of Education – The Campus Safety and Security Data Analysis Cutting Tool  
<http://ope.ed.gov/security/>

U.S. Department of Justice – Office on Violence Against Woman  
<http://www.ovw.usdoj.gov/>

U.S. Department of Education – Family Educational Rights and Privacy Act (FERPA)  
<http://www2.ed.gov/policy/gen/guid/fpco/ferpa/index.html>

California Codes Education Code – Sections 67380-67385.7  
<http://www.leginfo.ca.gov/calaw.html>

State of California Department of Justice – Megan’s Law Home  
<http://www.meganslaw.ca.gov/>

California Community Colleges Chancellor’s Office <http://www.cccco.edu/>

Disaster Resistant California Community Colleges <http://emergency.cccco.edu/>

Security on Campus – Information regarding the Clery Act <http://www.clerycenter.org/>

Clery Act - Wikipedia  
[http://en.wikipedia.org/wiki/Clery\\_Act](http://en.wikipedia.org/wiki/Clery_Act)

## ABBREVIATIONS

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Clery Act: Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act

CSA: Campus Security Authority

DUI: Driving under the influence

DWI: Driving while intoxicated

ED: U.S. Department of Education

HEA: Higher Education Act of 1965

HEOA: Higher Education Opportunity Act

FERPA: Family Educational Rights and Privacy Act

FBI: Federal Bureau of Investigation

FSEOGs: Federal Supplemental Educational Opportunity Grants

GO: General order

LEAP: Leveraging Educational Assistance Partnership

MOA: Memorandum of Agreement

MOU: Memorandum of Understanding

NIBRS: Uniform Crime Reporting National Incident-Based Reporting System

PPA: Program Participation Agreement

RA: Resident assistant

SOP: Standard operating procedure

UCR: Uniform Crime Reporting

VAWA: Violence Against Women Amendment