

AP 3515 Reporting of Crimes

Reference:

Education Code Section 212; [67380](#); [67383](#); and 87014;
Penal Code Section 245 [and 422.55](#);
Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act of 1998;
20 U.S.Code Section 1232g;
34 Code of Federal Regulations Parts 99.31(a)(13), (14) [and 668.46](#);
Campus Security Act of 1990

- 1.0 Whenever any employee of the District is attacked, assaulted or menaced, the employee shall promptly report the attack or assault to the Office of Campus Safety. Any employee so assaulted or attacked shall notify his or her supervisor as soon as practical after the incident.
- 2.0 The supervisor of any employee who is attacked, assaulted or menaced shall assist the employee to promptly report the attack or assault to the Office of Campus Safety. The supervisor himself or herself shall make the report if the employee is unable or unwilling to do so.
- 3.0 **[Required Reports to Local Law Enforcement Agency: Any report of willful homicide, forcible rape, robbery, aggravated assault, sexual assault, or hate crime, committed on or off campus that is received by a campus security authority and made by the victim for the purposes of notifying the institution must be immediately, or as soon as practicably possible, disclosed to the local law enforcement agency. The report shall not identify the victim, unless the victim consents to being identified after the victim has been informed of his/her right to have his/her personally identifying information withheld. If the victim does not consent to being identified, the alleged assailant shall not be identified in the information disclosed to the local law enforcement agency.](#)**
- ~~3~~4.0 Each campus shall annually collect and distribute statistics concerning crimes on campus. An annual security report that includes crime statistics identified by the Campus Security Act of 1990, statements about campus law enforcement policies, campus security education and prevention programs, alcohol and drug policies, sexual assault education and prevention programs, procedures for reporting sexual assaults, and procedures explaining how sexual assaults will be handled shall be published and made available to students, employees, and applicants for enrollment or employment. All college staff with significant responsibility for student and campus activities shall report crimes about which they receive information.
- 45.0 Each campus shall publish timely warnings to the campus community about crimes that are considered to represent a continuing threat to other students and employees. The information shall be disseminated by the Office of Campus Safety in a manner that aids the prevention of similar crimes.

Date of Adoption: March 23, 2004
Date of Last Revision: June 1, 2004

Presented to DCC 08-24-15