



AP 3515 Reporting Crimes

References: *Education Code Section 212; 87014;*
Penal Code Section 245;
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 and 99.31 (a) (13), (14);
Campus Security Act of 1990.

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Members of the Butte-Glenn Community College District who are witnesses or victims of a crime should immediately report the crime to the Butte College Police Department.

In the event an employee is assaulted, attacked or menaced by a student, the employee shall notify the Butte College Police Department immediately (530) 895-2351 or 2677 (COPS) from campus phones. The employee shall notify their supervisor as soon as practical after the incident. If the event has not already been reported to the Butte College Police Department, the supervisor of any employee who is attacked, assaulted or menaced shall assist the employee to promptly report the attack or assault to the Butte College Police Department. The supervisor shall make the report if the employee is unable or unwillingly to do so.

The Butte College Police Department will notify students and employees complaining of sexual violence of their right to file a sex discrimination complaint with the District in addition to filing a criminal complaint. The Butte College Police Department will report incidents of sexual violence to the Vice President of Student Services or the Chief Human Resources Officer as appropriate, if the complainant consents.

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

The District shall publish warnings to the campus community about the following crimes:

- Criminal homicide – murder, negligent and non-negligent manslaughter;
- Sex offenses – forcible and non-forcible sex offenses;
- Domestic violence, dating violence and stalking;
- Robbery;
- Aggravated assault;
- Burglary;
- Motor vehicle theft and/or vandalism
- Arson;
- Arrests for liquor law violations, drug law violations, and illegal weapons possession;
- Persons who were not arrested for liquor law violations, drug law violations, and illegal weapons possession, but who were referred for disciplinary action for same;
- Crimes that manifest evidence that the victim was intentionally selected because of the victim's actual or perceived race, gender, religion, sexual orientation, ethnicity, disability or veteran status and involve larceny-theft, simple assault, intimidation, destruction/damage/vandalism of property, or any other crime involving bodily injury; and
- Those that are considered to represent a continuing threat to other students and employees.

Contact the Butte College Police Department at 530-895-2351 (non-emergencies or "COPS" from a district phone) or dial 9-1-1 (emergencies only). Any suspicious activity or person seen in the parking lots or loitering around vehicles or inside buildings should be reported to the Butte College Police Department.

The Butte College Police Department encourages anyone who is the victim or witness to any crime to promptly report the incident to the police. Because police reports are public records under state law, the Butte College Police cannot hold reports of crime in confidence.

If a student or employee becomes the victim of a crime and does not want to pursue action within the District's System or the criminal justice system, they may still want to consider making a confidential report. With permission from the student or employee, the Safe Place (Phone # 530-879-6185) can file a report on the details of the incident without revealing identity. The purpose of a confidential report is to comply with the wish to keep the matter confidential, while taking steps to ensure the future safety of the victim as well as other students and employees. With such information, the District can keep an accurate record of the number of incidents involving students, 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 crimes statistics for the institution.

The District shall annually collect and distribute statistics concerning crimes on campus. All college staff shall report crimes about which they receive information to the Butte College Police Department immediately.

The District shall publish an annual Campus Crimes Statistics Report every year that contains statistics regarding crimes committed on campus and at affiliated locations for the previous three years. The Campus Crimes Statistics 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 will also provide current students and employees with a copy of the Campus Crimes Statistics Report upon request. A copy of the annual Campus Crimes Statistics Report can be obtained on the College's website, in the course catalogue or by contacting Butte College Police Department

The District may disclose the final results of a 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 or staff violated school policy with respect to a crime of violence or no-forcible sex offense. The offenses that apply to this permissible disclosure will be followed per 34 CFR 99.31(a)(13), (14).

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 or staff, including a victim or witness, unless the victim or witness has waived their right to confidentiality.

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 or law enforcement 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 their right to have their 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 unless the institution determines that both of the following apply, in which case the institution shall disclose the identity of the alleged assailant to the local law enforcement agency and notify the victim of the disclosure:

- the alleged assailant represents a serious or ongoing threat to the safety of students, employees, or the institution; and
- the immediate assistance of the local law enforcement agency is necessary to contact or detain the assailant..