CLAREMONT GRADUATE UNIVERSITY

ANNUAL SECURITY AND FIRE SAFETY REPORT

2017

January 1, 2016-December 31, 2016
From the Director of Campus Safety

To the Claremont Graduate University Community:

On behalf of the members of the Campus Safety Department, I want to personally thank you for your interest in our Annual Fire Safety and Security Report. The men and women of the CUC Campus Safety Department are dedicated security professionals who are committed to making the Claremont Graduate University and all of the Claremont Colleges safe places in which to live, work, and study.

Claremont Graduate University and the CUC Campus Safety Department publish this report because it contains valuable information for our campus community. This report also complies with important provisions of the Jeanne Clery Act. Campus safety and security, and compliance with the Clery Act, continues to be a part of everyone’s responsibility at The Claremont Colleges. We encourage you to review the information made available to you in this brochure, where you will find information about our organization including descriptions of services that we provide.

As you read this report, you will also become more familiar with our strong commitment to victims of crimes and the specific extensive services we make available to crime victims. Lastly, very important information about security policies and procedures on our campus, crime data, and crime prevention information is included.

As a significant part of our campus-oriented public safety programming, we join Claremont Graduate University in the commitment to foster a secure and supportive environment at The Claremont Colleges. Campus safety and security indeed requires a collaborative effort at The Claremont Colleges, and so we proudly partner with the many Departments at the Claremont Graduate University that have a critical role in fostering campus safety, including: the Dean of Students office, the Senior Administrators, Campus and Residential Life, Facilities Management, and other departments.

It will always remain our goal to provide the highest quality of public safety services to The Claremont Colleges community and we are honored to collaborate with each of our campuses.

Stan Skipworth
Director, CUC Campus Safety
ACCESSIBILITY TO INFORMATION AND NON-DISCRIMINATION STATEMENT

This publication is available in alternative format upon request. The University is committed to equal access to programs, facilities, admission, and employment for all persons. It is the policy of the University to maintain an environment free of harassment and free of discrimination against any person because of age, race, color, ancestry, national origin, religion, creed, service in the uniformed services (as defined in state and federal law), veteran status, sex, sexual orientation, marital or family status, pregnancy, pregnancy-related conditions, physical or mental disability, gender, perceived gender, gender identity, genetic information, or political ideas. Discriminatory conduct and harassment, as well as sexual misconduct and relationship violence, violates the dignity of individuals, impedes the realization of the University’s educational mission, and will not be tolerated. Direct all inquiries regarding the nondiscrimination policy to Lisa Flores Griffith, AVP Student Services, Claremont Graduate University, Harper Hall East Room 121, Claremont, CA 91711; Email: Elysabeth.Flores@cgu.edu; Telephone: 909-607-9448.

PREPARATION OF THE ANNUAL SECURITY REPORT AND DISCLOSURE OF CRIME STATISTICS

Claremont Graduate University prepares this report to comply with the Jeanne Clery Disclosure of Campus Security and Crime Statistics Act using information maintained by Campus Safety, information provided by other Claremont Colleges and University offices such as Student Services, Housing Services, and other Campus Security Authorities as well as information provided by local law enforcement agencies surrounding the main campus. Each of these offices provides updated policy information and crime data.

This report provides statistics for the previous three years concerning reported crimes that occurred on campus, in certain off-campus buildings or property owned, leased or controlled by CGU. This report also includes institutional policies concerning campus security, such as policies regarding sexual offenses, alcohol and other drugs.

The University distributes a notice of the availability of this Annual Security and Fire Safety Report by October 1 of each year to every member of the University community. Anyone, including prospective students and employees, may obtain a paper copy of this report by contacting Campus Safety at 909-621-8170 or 909-607-2000 or by visiting http://www.cuc.claremont.edu/campussafety/reports.asp
REPORTING CRIMES AND OTHER EMERGENCIES

The University has a number of ways for campus community members and visitors to report crimes, serious incidents, and other emergencies to appropriate University officials. Regardless of how and where you decide to report these incidents, it is critical for the safety of the entire University community that you immediately call 911 and report all incidents to Campus Safety (909-621-8170 or 909-607-2000) to ensure an effective investigation and appropriate follow-up actions, including issuing a Timely Warning, Crime Alert or Emergency Notification.

Voluntary, Confidential Reporting

If crimes are never reported, little can be done to help other members of the community from also being victims. We encourage University community members to report crimes promptly and to participate in and support crime prevention efforts. The University community will be much safer when all community members participate in safety and security initiatives.

If you are the victim of a crime or want to report a crime you are aware of, but do not want to pursue action within the University or criminal justice system, we ask that you consider filing a voluntary, confidential report. Depending upon the circumstances of the crime you are reporting, you may be able to file a report while maintaining your confidentiality. The purpose of a confidential report is to comply with your wish to keep your personally identifying information confidential, while taking steps to ensure your safety and the safety of others. The confidential reports allow the University to compile accurate records on the number and types of incidents occurring on campus. Reports filed in this manner are counted and disclosed in the Annual Security and Fire Safety Report. In limited circumstances, the University may not be able to assure confidentiality, and you will be informed in those cases.

Anyone may call Campus Safety at 909-621-8170 or 909-607-2000 to report concerning information. A caller’s information may remain confidential.

Reporting to Campus Safety

We encourage all members of the University community to report all crimes and other emergencies to Campus Safety in a timely manner. Campus Safety has a dispatch center that is available by phone at 909-621-8170 or 909-607-2000 or in person twenty-four hours a day at the Pendleton Business Building, 150 East Eighth Street, Claremont, CA 91711. Though there are many resources available, Campus Safety should be notified of any crime, whether or not an investigation continues, to assure the University can assess any and all security concerns and inform the community if there is a significant threat to the University community.
Emergency Phones
The University has installed a number of emergency phones throughout the campus for a direct, automatic connection to Campus Safety. Some phones have blue lights; some phones are red or orange in boxes. The Campus Safety dispatcher has the phone locations and will dispatch an officer to the location when the phone is activated, whether someone talks or not. Please visit: http://www.cuc.claremont.edu/campussafety/emergencies.asp.

Anonymous Reporting
If you are interested in reporting a crime anonymously, you can utilize the Campus Safety’s Silent Witness program that can be accessed through the Department’s website: http://www.cuc.claremont.edu/campussafety/silentwitness.asp. By policy, we do not attempt to trace the origin of the person who submits this form, unless such is deemed necessary for public safety.

Reporting to Other Campus Security Authorities
While the University prefers that community members promptly report all crimes and other emergencies directly to the Campus Safety at 909-621-8170 or 909-607-2000 or 911, we also recognize that some may prefer to report to other individuals or University offices. The Clery Act recognizes certain University officials and offices as “Campus Security Authorities (CSA).” The Act defines these individuals as an “official of an institution who has significant responsibility for student and campus activities, including, but not limited to, student housing, student discipline and campus judicial proceedings. An official is defined as any person who has the authority and the duty to take action or respond to particular issues on behalf of the institution.”

The University has officially designated the following positions and departments as Campus Security Authorities for the purposes of providing the CGU community with additional ways to report crimes:

Associate Vice President, Human Resources – 150 East Tenth Street, 909-621-8686
Assistant Director, Human Resources – 150 East Tenth Street, 909-607-7816
Housing Services Office – 1445 North College Avenue, 909-607-8506
Student Services – 160 East Tenth Street, 909-607-9448
Campus Safety – 150 East Eighth Street, 909-607-2000 or 909-621-8170
Pastoral and Professional Counselors
According to the Clery Act, pastoral and professional counselors who are appropriately credentialed and hired by CGU and/or the Claremont Colleges to serve in a counseling role are not considered Campus Security Authorities when they are acting in the counseling role. As a matter of policy, the University encourages pastoral and professional counselors to notify those whom they are counseling of the voluntary, confidential reporting options available to them.

ABOUT THE CUC DEPARTMENT OF CAMPUS SAFETY
Role, Authority, and Training
CUC Campus Safety protects and serves The Claremont Colleges (TCC) community 24 hours a day, 365 days a year. The Department is responsible for a number of campus safety and security programs that includes Emergency Management, Community Safety and Security Education, Physical Security, including security technology, Behavioral Threat Assessment, and Special Event Management. Other specific tasks include but are not limited to the following:

- First responders to emergencies of any kind.
- Protect the persons and property of students, faculty, staff and visitors to The Claremont Colleges consortium.
- Patrol by vehicle, electric carts and on foot all campus streets, byways and interior areas.
- Apprehend criminals.
- Provide first aid until the arrival of paramedics.
- Provide security and traffic control at parties, special events and performances.
- Monitor fire alarms, intrusion alarms, theft alarms, panic alarm systems and a variety of temperature alarms campus-wide.
- Enforce traffic and parking regulations.
- Take reports of crimes and incidents and forward them to the Claremont Police Dept. for investigation.
- Provide incident reports to student deans and maintain records of crimes, incidents and reported activities for analysis purposes.
- Assist law enforcement and other emergency service providers as needed.
- Offer security survey/audit services to campus administrators.
- Provide security/crime prevention presentations to students and staff.

The CUC Campus Safety Department is led by a Director, and staffed by a Captain, Lieutenant, six (6) Sergeants, a Dispatch Supervisor, eight (8) Dispatchers, 13 full-time uniformed Campus Safety Officers, 14 Part-time Campus Safety Officers, an Assistant to the Director, an Emergency Services Manager and a Clery Coordinator.

Campus Safety officers are unarmed and have no police powers. Their arrest powers are identical to those of a private person, as provided in the California Penal Code section 837. All officers successfully complete and receive certification for the following: guard registration, Oleoresin Capsicum (Pepper Spray), First Aid and CPR. Employees undergo continuous education and training to upgrade their skills. Campus Safety is not a police department but is responsible for law enforcement, security, and emergency response protocols at TCC. Campus Safety also provides support services tailored to meet the needs of the Colleges including, high visibility patrols to prevent and detect crime, responding to suspicious activity and crime reports,
as well as respond to: medical emergencies, fire and intrusion alarms, traffic accidents, parking enforcement, and enforcement of college rules and regulations.

**Working Relationship with Local, State, and Federal Law Enforcement Agencies**

CUC Campus Safety works closely and cooperatively with the City of Claremont Police Department, and we maintain a Memorandum of Understanding with our local law enforcement agency to ensure effective operational roles and responsibilities. The police are notified immediately and respond to: crimes against persons, violent crimes, major felonies, crimes involving a known or identified suspect, all private persons arrests on campus, and are called when police presence and/or assistance is deemed appropriate for the situation. As appropriate, and in accordance with Uniform Crime Reports (UCR) standards, crime reports initiated by Campus Safety may be forwarded to the police for investigation and mandated reporting. In addition, Campus Safety staff assists local fire/paramedic personnel as well as other local and county, state and federal law enforcement agencies when they respond to campus.

**Crimes Involving Student Organizations at Off-Campus Locations**

CGU relies on its close working relationships with local law enforcement agencies to receive information about incidents involving CGU students and recognized student organizations, on and off campus. In coordination with local law enforcement agencies, the Campus Safety will actively investigate certain crimes occurring on or near campus. If Campus Safety learns of criminal activity involving students or student organizations, it will coordinate with the appropriate external law enforcement agency to forward information about the situation to the Dean of Students Office, as appropriate.

The University requires all recognized student organizations to abide by federal, state, and local laws, and University regulations. The University currently does not have recognized off-campus organizations.

**TIMELY WARNING REPORTS**

A Timely Warning Notice will be issued in the event that CGU or the Campus Safety receives notice of an alleged Clery Act reportable crime (identified below) occurring on campus, on public property within or immediately adjacent to CGU, or in or on non-campus buildings or property controlled by CGU, where the University determines, in its judgment, that the allegations present a serious or continuing threat to the CGU community. For purposes of this policy, “timely” means as soon as reasonably practicable, after an incident has been reported to: Campus Safety, one of the Campus Security Authorities (CSAs) identified, or a local police agency. The Director of Campus Safety or in his/her absence or unavailability, his/her designee (generally the Operations
Lieutenant or on-duty Sergeant), and the Dean on-call are responsible for determining whether to issue a Timely Warning Notice.

Whether to issue a Timely Warning Notice is determined on a case-by-case basis for Clery Act reportable crimes: arson, criminal homicide, burglary, robbery, sex offenses, aggravated assault, motor vehicle theft, domestic violence, dating violence, stalking and hate crimes, as defined by the Clery Act. Alert Bulletins may be issued for other crimes as determined necessary by the Director of Campus Safety, and the Dean on-call. CGU and Campus Safety will issue a Timely Warning Notice even if insufficient information is available if it is likely that there is an ongoing threat to the community.

The above individuals determine if an alert should be sent and are the senders of the notices. In determining whether to issue a Timely Warning Notice, the responsible individuals described above will consider any factors reflecting on whether the reported crime represents a serious or continuing threat to the CGU community, including, but not limited to, (a) the nature of the incident; (b) when and where the incident occurred; (c) the continuing danger to the CGU community; (d) the amount of information known by CGU and CUC Campus Safety; and (e) when it was reported (as incidents reported more than 10 days after the fact will generally not result in a Timely Warning Notice unless the other factors weigh in favor of sending a Notice). CGU will follow its Emergency Notification procedures upon the confirmation of a significant emergency or dangerous situation (including a Clery reportable crime), involving an immediate threat to the health or safety of students or employees occurring at CGU.

A Timely Warning Notice Decision Matrix/Timely Warning Notice Determination Form will be used in the decision making process to document the decision to alert or not to alert the community. Once completed, the form and any and all information related to the decision will be maintained by CGU for a seven year period.

Timely Warning Notices will be distributed via University email. A multi-modal integrated communications system for mass notifications is used to notify students and employees by way of e-mail, text messages and phone depending on whether a Timely Warning Notification, Alert Bulletin or Emergency Notification is needed. The particular circumstances will determine the

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1 A hate crime is a criminal offense of murder and non-negligent murder, forcible sex offenses, non-forcible sex offenses, robbery, aggravated assault, burglary, motor vehicle theft, arson, larceny-theft, simple assault, intimidation, destruction/damage/vandalism of property, domestic violence, dating violence, or stalking incidents, where the criminal offense was committed against a person or property which is motivated, in whole or in part, by the offender’s bias. Bias is a preformed negative opinion or attitude toward a group of persons based on their race, gender, gender identity, religion, disability, sexual orientation or ethnicity/national origin.
method of notification. Generally, Timely Warning Notifications will occur through the e-mail system to all CGU students and employees.

The Timely Warning Notice will typically include, to the extent known, the date, time and nature of the offense, a brief overview of its particular circumstances, a physical description of the actor(s), law enforcement’s immediate actions, a request and method for witnesses to contact local law enforcement and where applicable and appropriate, cautionary advice that would promote safety. In no instance will a Timely Warning Notice include the name of the victim or other identifying information about the victim. In developing the content of the Timely Warning Notice, CUC Campus Safety will take all reasonable efforts not to compromise on-going law enforcement efforts. Campus Safety will document and retain the justification for determining whether to issue a Timely Warning Notice for a seven year period.

Anyone with information about a serious crime or incident is encouraged to report the circumstances to Campus Safety by phone at 909-607-2000 or from campus phones at ext. 72000 and in person at 150 E. Eighth Street, Claremont, CA 91711. If a report is made to another CGU official, that official will immediately notify Campus Safety.

EMERGENCY RESPONSE AND EVACUATION PROCEDURES

Emergency Management at CGU

The Office of Enterprise Risk Management is responsible for the University’s emergency management plan. This plan is designed to be an all-hazards disaster response and emergency management plan.

Our priorities are:

- Life safety, infrastructure integrity, and environmental protection during an emergency
- Coordination with university departments to write, maintain, test, and exercise the emergency management plan.
- Cooperation, Integration, and Mutual Aid with local, state and federal planning, response, and public safety agencies and their CEMPs.

A summary of the University’s emergency response procedures is located at

https://cgu.policystat.com/policy/1431971/latest/
Drills, Exercises and Training

Annually, the University conducts an emergency management exercise to test emergency procedures. The scenarios for these exercises change from year-to-year, and include several departments from across the campus.

To ensure the University’s emergency management plans remain current and actionable, the University will conduct an emergency management exercise, at a minimum once yearly. These exercises may include tabletop drills, emergency operations center exercises, or full-scale emergency response exercises. The University conducts after-action reviews of all emergency management exercises.

In conjunction with at least one emergency management exercise each year, the University will notify the community of the exercise and remind the community of the information included in the University’s publicly available information regarding emergency response procedures (https://cgu.policystat.com/policy/1431971/latest/)

Emergency Notification

This policy statement summarizes CGU’s emergency response and evacuation procedures, including protocols for sending Emergency Notifications. An emergency is defined as a situation that presents a significant emergency or dangerous situation at CGU or in the local area affecting the health and/or safety of CGU's community, in whole or in part (hereafter, Emergency).

Emergency Response Plans:

CGU has safety committee that is responsible for the overall direction and planning for emergency situations on its campus or those that occur in the local or regional area affecting CGU. Under the direction of its Assistant Vice President for Finance and Administration/Sponsored Research Accounting and Risk Management, CGU has developed Emergency Response Plans. To ensure these plans remain current and actionable, CGU conducts emergency management exercises, at a minimum once yearly. These exercises may include tabletop drills, emergency operations center exercises, or full-scale emergency response exercises. After-action reviews of all emergency management exercises are used to document the exercise.

In conjunction with at least one emergency management exercise each year, CGU will notify its community of the exercise(s) and remind the community of the information included in CGU's publicly available information regarding Emergency Response Procedures.
Emergency Notification System:
CGU is committed to ensuring the University community receives timely, accurate, and useful information in the event of an Emergency. To support this commitment, CGU has invested in several multi-modal forms of communications that allow administrators to distribute notices in the event of a critical incident or dangerous situation. The system used by CGU to integrate the mass notification process consisting of e-mail, text messaging, and telephones is Blackboard Connect 5.

Confirming the Existence of a Significant Emergency or Dangerous Situation and Initiating the Emergency Notification System:
Campus Safety and/or other campus first responders may become aware of a critical incident or other emergency situation that potentially affects the health and/or safety of the CGU community. Generally, campus first responders become aware of these situations when they are reported to the Campus Safety Dispatch or upon discovery during patrol or other assignments.
Once first responders confirm that there is, in fact, an Emergency or dangerous situation that poses an immediate threat to the health or safety to some or all members of the CGU community, the first responders will notify Campus Safety or other authorized CGU staff to issue an Emergency Notification.

- Authorized representatives, including supervisors in Campus Safety, individuals assigned to Enterprise Risk Management, representatives of the Office of Communications, and/or other members of CGU's administration, will immediately initiate all or some portions of their emergency notification system. If, in the professional judgment of first responders, issuing an Emergency Notification potentially compromises efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency, CGU may elect to delay issuing an Emergency Notification. As soon as the condition that may compromise efforts is no longer present, CGU will issue the Emergency Notification to the CGU community or applicable segment of the community.

Determining the Appropriate Segment or Segments of the CGU Community to Receive an Emergency Notification:
CGU staff and local first responders on the scene of an emergency will assist those preparing the Emergency Notification with determining what segment or segments of the CGU community should receive the notification. Generally, the CGU community members in the immediate area of the dangerous situation (i.e. the building, adjacent buildings, or surrounding area) will receive the Emergency Notification first. CGU may issue subsequent notifications to a wider group of
community members. In addition to the Emergency Notification that may be issued via the Backboard Connect mass notification system, CGU will also post applicable messages about the dangerous condition on the their respective homepages to ensure the rest of the campus is aware of the situation and the steps they should take to maintain personal and campus safety. If the emergency affects a significant portion of or the entire campus, CGU officials will distribute the notification to the entire campus community.

**Determining the Contents of the Emergency Notification:**

The office responsible for issuing the Emergency Notification (usually Campus Safety) will determine the content of the notification. Campus Safety has developed a wide range of template messages addressing several different emergency situations. The communications officers (or others issuing the Emergency Notification) will select the template message most appropriate to the situation and, in accordance with the following guidelines, modify it to address the specific Emergency. Those issuing the notification will use the following guidelines when determining the contents of the emergency message.

1. The first message is intended to **Alert** the appropriate segment of TCC community of the Emergency and the actions they should take to safeguard their and their neighbor’s safety. Examples include:

2. The second message is intended to **Inform** the appropriate segment of TCC community about additional details of the situation. This message is generally distributed once first responders and the Emergency Operations Center has additional information about the dangerous situation.

3. Finally, the third message is the **Reassure** notice that is generally distributed once the situation is nearly or completely resolved. The purpose of this message is to reassure TCC community that TCC or the college is working diligently to resolve or has resolved the dangerous situation. It can also be used to provide additional information about the situation and where resources will be available.

**Procedures Used to Notify TCC Community:**

In the event of an Emergency, CGU has various systems in place for quickly communicating information. Some or all of these communication methods may be activated in the event an Emergency Notification needs to be sent to all or a segment of the CGU community. These methods of communication include the mass notification system Blackboard Connect 5, CGU's email system, and the digital sign boards located across the campus. CGU will post updates on its homepage during a critical incident. Individuals may also call the Campus Safety emergency line
SECURITY OF AND ACCESS TO UNIVERSITY FACILITIES

On the CGU campus, administrative buildings are open from 8:00 a.m. until 5:00 p.m., Monday through Friday, and academic buildings generally are open from 7:00 a.m. until 11:00 p.m. Academic buildings are scheduled to be open on weekends only as needed. The Academic Computing Building (ACB) is accessible 24-hours a day, but only accessible via card access after-hours. Access to individual classrooms and laboratories is limited to those enrolled in the courses meeting there. Likewise, access to most programs is limited to those enrolled in the program or otherwise authorized access. Only those who have demonstrated a need are issued keys to a building.

Special Considerations for On-Campus Housing Access

At the CGU Apartments, all units are locked and accessible only by residents with a key. Keys can only be attained from the Housing Services office. Staff members of Housing Services, known as Resident Advisors (RAs), are responsible for doing daily walk-thrus of the complex. As part of the walk-thru, one of the duties of a RA is to identify any issues with accessing a unit or common area space, as well as closing the gates leading to the interior of the complex. The RA is expected to note any issue(s) with access in his/her duty log that is submitted to the appropriate Housing Services staff members no more than three hours after the conclusion of the RA’s shift. Any access issue noted in the duty log is forwarded to the appropriate department/area for resolution.

All residents are responsible for locking doors and windows of his/her room and/or apartment. Only residents and their invited guests are permitted in the living areas of the residential unit. It is the resident’s responsibility to ensure that his/her guests are aware of the University policies as well as the policies of the CGU Apartments. Guests are not provided with keys to any unit or bedroom. It is the responsibility of residents to report unescorted persons or suspicious persons to Housing Services staff or Campus Safety. It is the responsibility of Housing Services staff and Campus Safety to respond to such reports in an effort to identify the person in question, or provide support to the other entity as needed. Campus Safety officers spend a portion of their time patrolling in and around the CGU Apartments complex. The CGU Apartments are staffed 24 hours per day. Business hours for the Housing Services office are from 8:30a.m. to 5:00 p.m. After hours, five (5) RAs are available to assist residents with any issue or concern that may arise when the Housing Services office is closed. One of the five (5) RAs is on call and serves as a first-responder, and the four remaining RAs can support the on-call RA if a situation or incident warrants, and as those four remaining RAs are available during that situation or incident. Campus
Safety provides support to the on-call RA as needed, but specifically during times of emergency or for incidents/issues of a serious nature. At times, Campus Safety may serve in a first-responder role for the CGU Apartments during University holiday closures or break periods. Additionally, the on-call RA is backed-up by the Community Advisor (CA), a Housing Services staff member. The CA is available at all times when a RA is on call, and provides guidance and/or on-site assistance as needed, appropriate, or required. Additionally, Campus Safety personnel also conduct regular checks of the complex throughout the day.

**Security Considerations for the Maintenance of Campus Facilities**

CGU is committed to campus safety and security. At the University, locks, landscaping and outdoor lighting are designed for safety and security. Sidewalks are designed to provide well-traveled, lighted routes from parking areas to buildings and from building to building; with building entrances also being illuminated to aid in safe access to and egress from buildings. Some University buildings, as well as the first floor area of the CGU Apartments, are equipped with video surveillance equipment in an effort to enhance security measures.

We encourage community members to promptly report any security concern, including concerns about locking mechanisms, lighting, or landscaping to the University Facilities Department or Campus Safety.

**CGU’S RESPONSE TO SEXUAL AND GENDER VIOLENCE**

**Introduction**

Claremont Graduate University is committed to providing a safe learning and working environment and, in compliance with federal law, has adopted policies and procedures to prevent and respond to incidents of sexual violence including sexual assault, domestic violence, dating violence and stalking. These guidelines apply to all students, faculty, staff, contractors and visitors.

**Reporting an Incident**

If a student, employee or visitor has been the survivor of an incident of sexual violence they should immediately report it to Campus Safety at 150 East Eighth Street, Claremont, CA 91711 or 909-607-2000. In the case of an emergency or ongoing threat, if possible, get to a safe location and please report the incident by calling 911. Local police may be contacted at 909-399-5411, or by walk-in at 570 W. Bonita Avenue, Claremont, CA 91711.
Students may also report to the Dean of Students and Campus Life at 909-621-8965 or by walk-in at 160 East Tenth Street, Claremont, CA 91711. Employees may also report to Human Resources at 909-607-7816 and 909-621-8686 or by walk-in at 150 East Tenth Street, Claremont, CA 91711. CGU officials will assist any survivor in notifying law enforcement, including local police, should that be his/her choice. Survivors are also entitled not to report to law enforcement. Any student or employee who reports an incident of sexual violence, whether the offense occurred on or off campus, shall receive a written explanation of their rights and options.

A sexual assault is 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, as well as incest or statutory rape.

Domestic violence includes felony or misdemeanor crimes of violence committed by a current or former spouse or intimate partner of the victim. Dating violence means violence committed by a person who is or has been in a romantic or intimate relationship with the victim. Stalking is engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for their safety, the safety of others, or suffer substantial emotional distress.

**Procedures Survivors Should Follow**

If an incident of sexual assault, domestic violence, dating violence or stalking occurs it is important to preserve evidence to aid in the possibility of a successful criminal prosecution. The survivor of a sexual assault should not wash, douche, use the toilet, or change clothing prior to a medical exam. Any clothing removed should be placed in a paper bag. Evidence of violence, such as bruising or other visible injuries, following an incident of domestic or dating violence should be documented through the preservation of photographic evidence. Evidence of stalking, including any communication such as written notes, voice mail or other electronic communications, should be saved and not altered in any way.

**On and Off Campus Resources**

Both Claremont Graduate University and the city of Claremont offer other important resources to the survivors of sexual violence that they may wish to utilize. Such resources include: medical treatment, counseling, and advocacy. Project Sister Family Services (PSFS), the local assistance agency for survivors of sexual assault and abuse, is available to assist any student or employee. PSFS will help survivors consider their options and navigate through any resources or recourse they elect to pursue. A survivor of sexual assault or abuse does not need to make a formal report
to law enforcement or Claremont Graduate University to access these resources that include the following:

Monsour Counseling and Psychological Services – 757 College Way (Tranquada Student Services Center), Claremont, CA 91711, 909-621-8202

Student Health Services – 757 College Way (Tranquada Student Services Center), Claremont, CA 91711, 909-621-8222

Dean of Students and Campus Life – 160 East Tenth Street, Claremont, CA, 909-621-8965

Project Sister Family Services – 363 South Park Avenue, Pomona, CA 91766, 909-626-4357

McAlister Center for Religious Activities – 9191 North Columbia Avenue, Claremont, CA 91711, 909-621-8685

**Department of Campus Safety for The Claremont Colleges**
909-607-2000 (emergency)
909-621-8170
150 E. 8th Street
Claremont, CA 91711
http://www.cuc.clairemont.edu/campussafety

**EmPOWER Center**
909-607-2689
1030 Dartmouth Ave.
Claremont, CA 91711
http://7csexualmisconductresources.clairemont.edu/empower-center/

**RAINN National Sexual Assault Crisis Hotline**
800-656-HOPE (800-656-4673)
http://www.rainn.org/get-help/national-sexual-assault-hotline

RAINN, the national sexual assault crisis hotline is a clearinghouse for local crisis hotlines. When a caller calls the hotline, a computer notes the area code and first three digits of the caller’s phone number. The call is then instantaneously connected to the nearest RAINN member center. If all counselors at that center are busy, the call is sent to the next closest center. The caller’s phone number is not retained, so the call is anonymous and confidential unless the caller chooses to share personally-identifying information.
Child Abuse:

Los Angeles County Child Protective Services Hotline
800-540-4000 (within California)
213-639-4500 (outside of California)
800-272-6699 (TDD)

Childhelp National Child Abuse Hotline
800-4-A-Child (800-422-4453)
http://www.childhelp.org/pages/hotline-home

The Childhelp, a national child abuse hotline, is dedicated to the prevention of child abuse. Serving the United States, its territories, and Canada, the Hotline is staffed 24/7 with professional crisis counselors who, through interpreters, can provide assistance in 170 languages. The Hotline offers crisis intervention, information, literature, and referrals to thousands of emergency, social service, and support resources. All calls are anonymous and confidential.

Domestic and Dating Violence

House of Ruth
877-988-5559 (toll-free hotline)
909-623-4364 (Pomona Outreach Office)
http://houseofruthinc.org/home

The House of Ruth provides advocacy and assistance to women and children affected by domestic violence by providing culturally competent shelter, programs, opportunities, and education. Participation in House of Ruth programming is open to all battered women and children. Many of House of Ruth’s services are available in both Spanish and English and are free of charge.

National Domestic Violence Hotline
800-799-SAFE (7233)
800-787-3224 (TTY)
http://www.thehotline.org

The Hotline, a national domestic violence hotline, provides 24/7 help to survivors and anyone calling on their behalf through crisis intervention, safety planning, information, and referrals to agencies in all 50 states, Puerto Rico and the U.S. Virgin Islands. Assistance is available in English and Spanish with access to more than 170 languages through interpreter services.

Love Is Respect – National Dating Abuse Hotline
866-331-9474
http://www.loveisrespect.org/

The Love Is Respect, a national dating abuse hotline, is 24/7 phone service which connects teens and young adults to peer advocates who are trained to offer education, resource information,
support, and advocacy to those involved in dating abuse relationships as well as concerned friends, siblings, parents, teachers, law enforcement members and service providers. All conversations are confidential and anonymous. You will not be asked for your name or contact information, but you may be asked for your age and city in order to find local resources for you.

**Accommodations**

Whether or not a student or employee reports to law enforcement and/or pursues any formal action, if they should report an incident of sexual violence, CGU is committed to providing them as safe a learning or working environment as possible. Upon request, CGU will make any reasonable change to a survivor’s academic, living, transportation, and or working situation. Students may contact the Dean of Students and Campus Life at 909-621-8965, or by walk-in at 160 East Tenth Street, Claremont, CA 91711 for assistance. Employees may contact Human Resources at 909-621-8686 or (909) 621-607-7816 by walk-in at 150 East Tenth Street, Claremont, CA 91711 for assistance.

If a survivor reports to law enforcement, that group may assist them in obtaining a restraining order from a criminal court. CGU is committed to ensuring that any such order is fully upheld on all institutionally owned and controlled property. CGU is also committed to protecting survivors from any further harm, and the local criminal court may issue a temporary restraining order pending the outcome of any conduct proceeding.

**Survivor Confidentiality**

CGU recognizes the sensitive nature of sexual violence and is committed to protecting the privacy of any individual who reports an incident of sexual violence. Different officials on campus are, however, able to offer varying levels of privacy protection to survivors. Reports made to law enforcement, including if criminal prosecution is pursued, may be made public and shared with the accused.

Reports made to CGU officials will be kept confidential, and identifying information about the survivor shall not be made public. Reports made to medical professionals, licensed mental health counselors, and pastoral counselors or clergy will not be shared with third parties except in cases of imminent danger to the survivor or a third party.

**Education Programs**

CGU is committed to increasing the awareness and prevention of sexual violence. Through the University’s Orientation program, incoming students are given access to counseling resources that can assist with issues such as rape prevention, acquaintance rape, sexual assault, domestic
violence, dating violence, and stalking. Additionally, the University, through its collaboration with student clubs and organizations, has provided self-defense training. Finally, the University provided Responsible Employee training to certain members of the staff and faculty.

**Conduct Proceedings**
CGU strictly prohibits all acts of sexual assault, domestic violence, dating violence, and stalking. In addition to facing criminal action, students, employees and other affiliates may also face disciplinary action by the University. Individuals found responsible for having committed such a violation face permanent expulsion, termination of employment, suspension, probation, and any other sanction deemed appropriate for the violation. Incidents involving accused students, staff, and faculty will be handled by the Dean of Students and Campus Life, who serves as the University’s Title IX Coordinator.

All conduct proceedings, whether the conduct is reported to have occurred on or off campus, shall provide a prompt, fair and impartial investigation and resolution by external investigators and trained University officials, respectively. Determination of responsibility shall be made by the members of the associated Investigation Review and Findings team using the preponderance of the evidence standard (which means that it is more likely than not that the alleged misconduct occurred).

In all stages of the proceedings, both the accused and accuser are entitled to the same opportunities to have others present including the right to be accompanied by an advisor of their choice. Both the accused and accuser shall simultaneously be informed in writing of the outcome made by the members of the Investigation Review and Findings team; of procedures for appealing the results of the outcome; of any change to the results that occurs prior to the time that they become final; and when such results become final. Disclosure of the outcome shall be made to both parties unconditionally and each shall be free to share, or not share, the details with any third parties.

For additional information about these proceedings please contact the Dean of Students and Campus Life at 909-621-8965 or by walk-in at 160 East Tenth Street, Claremont, CA 91711.

**Sex Offender Registration – Campus Sex Crimes Prevention Act**

*Megan’s Law*
Members of the general public may request community notification flyers for information concerning sexually violent predators in a particular community by visiting the chief law enforcement officer in that community. The State of California maintains a database of convicted
sex offenders who are required to register their home addresses. This database can be found at: http://meganslaw.ca.gov/disclaimer.aspx

For general information on Megan’s Law, visit the State of California’s Department of Justice website at: http://www.meganslaw.ca.gov/

CAMPUS SECURITY POLICIES, CRIME PREVENTION & SAFETY AWARENESS PROGRAMS

CGU has established a number of policies and procedures related to ensuring a reasonably safe campus community. These policies include:

Another step the University has made toward making reporting crimes easy and accessible is the “LiveSafe” app for smartphones. The LiveSafe app allows CGU students to submit tips and reports quickly and discreetly, access essential safety resources and information, and to use the “SafeWalk” feature that includes a location sharing option so friends can track your travel between points to ensure your safe arrival. LiveSafe is available for download on Android and iPhone for free at the app store.

Weapons Policy
The possession, carrying and use of weapons, ammunition, or explosives is prohibited on University owned or controlled property.

The only exception to this policy is for authorized law enforcement officers or others, specifically authorized by the University. The specific University policy can be found at: http://www.cgu.edu/include/handbook/Weapons%20Policy.pdf

Failure to comply with the University weapons policy may result in disciplinary action against violators.

Missing Student Notification Policy
The Clery Act requires institutions that maintain on campus housing facilities to establish a missing student notification policy and related procedures (20 USC 1092 (j) Section 488 of the Higher Education Opportunity Act of 2008).

When it is determined that a residential student is missing from the University, staff at CGU, in collaboration with Campus Safety and local law enforcement, will be guided by this Missing Student Notification Policy and related procedures.

Provisions
Upon receipt of a missing resident report, the Campus Safety Department will conduct a thorough and timely investigation to determine the safety and current location of the resident. The
investigating officer will contact and help coordinate the investigation with the Claremont Police Department no later than 24 hours after the resident is determined missing. Once it is determined that the resident has been missing for a period of more than 24 hours, the Campus Safety Department will also notify the residents emergency contact no later than 24 hours after the resident is determined to be missing.

A resident will be considered missing if a housemate, classmate, faculty member, family member, or other campus personal has not seen the resident in a reasonable amount of time. A reasonable amount of time may vary with the time of day and information available regarding the missing resident’s daily schedule, habits, punctuality, and reliability. Resident’s will also be considered missing immediately, if their absence has occurred under circumstances that are suspicious or cause concerns for their safety.

Not later than 24 hours after receiving a report that a student is missing, the following college officials will be notified:

- Dean of Students - Quamina Carter (909) 621-8965; Quamina.Carter@cgu.edu
- Housing Manager- Alexis Ireland (909) 607-3964; alexis.ireland@cgu.edu
- Director of Campus Safety - Stan Skipworth (909) 607-2000; stan_skipworth@cuc.claremont.edu

Registering Emergency Contact(s):

When registering an emergency contact, residents have the option to identify a confidential contact to be notified by Campus Safety in the event the resident is determined to be missing for more than 24 hours. If a resident has identified such an individual, Campus Safety will notify that individual no later than 24 hours after the resident is determined to be missing.

A resident who wishes to identify a confidential contact can do so by going to the CGU Housing Services Office to fill out an “Emergency Contact Notification Form”. A resident’s confidential contact information will be accessible only by authorized campus officials and law enforcement as appropriate.

If a resident is under 18 years of age, and not an emancipated individual, Claremont Graduate University Housing Services is required to notify a custodial parent or guardian (in addition to any other contact person designated by the student) and the notification must occur not later than 24 hours after the student is determined to be missing.

Statement Addressing Missing Resident:

If a member of the Claremont Graduate University community has reason to believe that a student who resides in on-campus housing is missing, he or she should immediately notify Campus Safety...
at (909) 607-2000; Housing Services at (909) 607-607-3964 Campus Safety will generate a missing person report and initiate an investigation.

In addition to registering a general emergency contact, students residing in on-campus housing have the option to identify confidentially an individual to be contacted by CGU Housing Services in the event the resident is determined to be missing for more than 24 hours. If a student has identified such an individual, Housing Services will notify that individual no later than 24 hours after the student is determined missing. A student who wishes to identify a confidential contact can do so by visiting the CGU Housing Services Office and submitting an “Emergency Contact Notification Form”. A resident’s confidential contact information will be accessible only by authorized campus officials and law enforcement in the course of investigation. After investigating a missing resident report, should Campus Safety determine that the resident has been missing for 24 hours, Housing Services will notify the resident’s emergency contact no later than 24 hours after it has been determined that a resident is missing. If the resident is under the age of 18 and is not an emancipated individual, Housing Services will notify the resident’s parent or legal guardian immediately after it is determined that the resident has been missing for 24 hours.

Daily Crime Log

Campus Safety maintains a Daily Crime Log of all crime reported to the Department. The log is available upon request during normal business hours to any member of the Claremont Colleges and members of the public. This log identifies the type, location, and time of each criminal incident reported to Campus Safety. The most current 60 days of information is available in the Campus Safety office located at 150 E. 8th Street. Any portion of the log that is older than 60 days will be made available within two business days from date requested for public inspection.

Crime Prevention and Safety Awareness Programs

Campus Safety participated in the Fall Orientation program and answered questions from CGU students. In addition, CGU students could be informed about crime on campus and in the surrounding area. Campus Safety maintains a strong working relationship with the CGU community. Campus Safety coordinates an escort program for CGU students. Campus Safety performs walk-thrus, building checks, and inspections of both the CGU central campus and the CGU Apartments.
CGU Alcohol and Drug Policy

Federal law requires CGU to notify annually all faculty, staff, and students of the following:

The University prohibits the unlawful possession, sale, use, manufacture or distribution of alcohol or controlled substances by students, faculty, staff, and guests in buildings, facilities, grounds or property controlled by the University or used as part of University activities. Laws regarding the possession, sale, consumption or furnishing of alcohol is controlled by the California Department of Alcohol Beverage Control (ABC). However, the enforcement of alcohol laws on-campus is the responsibility of CGU and Campus Safety. It is unlawful to sell, furnish, or provide alcohol to a person under the age of 21. CGU students are expected to act lawfully with respect to the possession and consumption of alcoholic beverages. Consumption of alcohol by individuals under 21 years of age on property or grounds controlled by the University, or as part of University activities, is prohibited. Additionally, the possession, sale, manufacture, or distribution of any controlled substance is illegal under both state and federal laws. Such laws are enforced by Campus Safety and local law enforcement. Violators, both CGU students and employees, are subject to University disciplinary action up to, and including, expulsion and termination of employment and referral for prosecution. CGU employees may be required to participate in an alcohol/drug abuse or rehabilitation program as appropriate.

Federal, State and Local Law

Students are not exempt from local, state, and federal law while on the Claremont Graduate University campus. The federal government, through the Drug Free Schools and Communities Act, requires that colleges enforce state and local laws concerning drugs and alcohol in order to remain eligible for federal funds including federal student financial aid. California has a strict host liability law. If a student sells or serves alcohol, she or he can be held responsible in a court of law for the conduct of any individual who is served if that person subsequently injures himself or herself, becomes ill, dies, or injures a third party. This is especially true when the person served is a minor or is already intoxicated.

The City of Claremont prohibits public intoxication, open containers of alcohol in vehicles, and consuming alcohol in public parks. Under California law the following are illegal:

- It is illegal to sell, furnish or give alcoholic beverage to anyone under 21 or to anyone who is obviously intoxicated. (California Business & Professions Code Sec. 25658.)
• It is illegal for anyone under 21 to purchase or attempt to purchase alcoholic beverages or to possess alcoholic beverages in any public place, including streets or highways. (California Business & Professions Code Sec. 25662.)
• It is illegal to sell alcohol without a valid license or permit. (California Business & Professions Code Sec. 23301.)
• It is illegal to drink while driving. (California Vehicle Code Sec. 23221.)
• It is illegal to have an open container of alcohol in a moving vehicle. (California Vehicle Code Sec. 23222, 23223.)
• It is illegal to drive under the influence of alcohol. (Intoxication is presumed when blood alcohol level is .08% or higher, but may be found with blood alcohol levels of .05% to .08%). (California Vehicle Code Sec. 23152.)
• It is illegal for anyone under 21 to drive with a blood alcohol level of .05% or more or to drive while under the influence of alcohol. (California Vehicle Code Sec. 23140.)
• It is illegal to ride a bicycle or to operate a water vessel, water ski or aquaplane while intoxicated.
• It is illegal to present any form of false identification to purchase, order or attempt to purchase any alcoholic beverage or to possess false evidence of age and identity. (California Business & Professions Code Sec. 25661.)
• It is illegal to sell or provide false evidence of age or identity to anyone under age 21. (California Business & Professions Code Sec. 25661.)
• It is illegal for anyone under age 21 to enter or stay in a place licensed to sell liquor without a lawful reason to be there. (California Business & Professions Code Sec. 26665.)
• It is illegal to be found in a public place under the influence of liquor, drugs or controlled substances if you are unable to care for your own safety or interfere with the use of a public way. (California Penal Code Sec. 647(f).)

Legal Penalties
In general, a misdemeanor is punishable by fines up to $1,000 and/or imprisonment in the county jail for up to one year. A felony is punishable by imprisonment in state prison for more than one year. Other penalties stated below for a particular offense may be in addition to those stated for misdemeanors and felonies.

• Anyone who sells or gives any alcoholic beverage to a person under age 21 is guilty of a misdemeanor. Punishment may include a fine of $1,000, which may not be suspended and performance of not less than 24 hours of
community service in addition to penalties provided for misdemeanor violations.

- Anyone under age 21 who purchases any alcoholic beverage or consumes an alcoholic beverage in any on-sale premises is guilty of a misdemeanor.
- Anyone under 21 who attempts to purchase any alcoholic beverage is guilty of an infraction and shall be punished by a fine of not more than $100. Any subsequent violation shall be punished by a fine of not more than $250 or 36 hours of community service.
- Anyone under 21 who is in possession of an alcoholic beverage in a public place or street or highway is guilty of a misdemeanor.
- Anyone under 21 who presents false evidence of age and identity to order or obtain any alcoholic beverage or who possesses false evidence of age and identity is guilty of a misdemeanor. Punishment shall include a fine of $250 which may not be suspended or performance of not less than 24 hours nor more than 32 hours of community service.

**Penalties for drunk driving:**

- First Offense: Imprisonment in the county jail for not less than 96 hours, at least 48 hours of which shall be continuous, nor more than six months and by a fine of not less than three hundred ninety dollars ($390), nor more than one thousand dollars ($1000) and completion of a driving under the influence education program (at least 30 hours if blood alcohol was less than .20% and at least 45 hours if more than .20%). If under 21, suspension of driver’s license for one year, over 21, suspension for six months. In addition, a period of probation from three to five years may be imposed. If registered to the driver, the vehicle may be impounded for 1 to 30 days.
- Second Offense (within 7 years): Fines from $390 to $1000, imprisonment in the county jail for not less than 90 days nor more than one year, driver’s license suspension of 18 months. If registered to the driver, the vehicle will be impounded for 1 to 30 days.
- Third Offense: Fines from $390 to $1000, imprisonment in the county jail for not less than 120 days nor more than one year, driver’s license revocation for four years. If registered to the driver, the vehicle may be impounded for 1 to 90 days or may be sold.
• Fourth Offense or greater; Fines from $390 to $1000, imprisonment in the county jail for not less than 180 days to three years in state prison, driver’s license revocation for four years. If registered to the driver, the vehicle may be impounded for 1 to 90 days or may be sold.
• For all offenses, participation in an alcohol or drug program may be required and vehicles registered to the driver may be sold or impounded for periods up to three years.
• Driving privileges are suspended for six months for refusing to submit to a blood alcohol test. The suspension is for two years if there has been a prior conviction within seven years, and for three years if there have been three or more convictions within seven years.

General Overview of Local, State and Federal Laws Concerning Drugs

It is a crime to possess, use, sell, manufacture, or distribute illegal drugs. Both federal and state laws impose criminal sanctions including imprisonment, on persons violating criminal drug laws.

California State Law Prohibits:

Marijuana Possession:
Possession for personal use of not more than 28.5 grams of marijuana (a bit more than an ounce) is legal in California as of November 9, 2016, for people age 21 and older. So is possession of up to 4 grams of concentrated cannabis (hashish). (Sec.11357)

Marijuana Cultivation:
Health and Safety Code 11358 as amended by Proposition 64, allows most people who are 21 and over to cultivate up to six (6) marijuana plants. People under 21 who grow any amount marijuana, though, are guilty of an infraction. People under 18 who cultivate marijuana illegally must attend drug counseling and perform community service. People 18 and over (but under 21) may be fined up to $100. And cultivating over six marijuana plants remains a crime. Most defendants who plant, cultivate, harvest, dry or process more than 6 living marijuana plants will be charged with a misdemeanor and face up to six (6) months in county jail and/or a fine of up to $500.
AND cultivating more than 6 marijuana plants can be charged as a California felony for the following defendants:
• People with serious violent felonies on their record;
• Registered sex offenders;
• Defendants who have two (2) or more prior convictions for cultivating more than six marijuana plants; and
• Defendants who violate certain California environmental laws in their marijuana cultivation activities. (Sec. 11358)

**Possession of Marijuana for Sale:**
Proposition 64 legalized the sale of marijuana--but only for businesses that obtain and operate in accordance with a state license (and possibly local licenses as well). As a result, possession of marijuana with the intent to sell it without a license remains a crime under HS. For most adult defendants, HS 11359 possession for sale without a license is a misdemeanor, carrying the following penalties:
• Up to six (6) months in county jail, and/or
• A fine of up to five hundred dollars ($500).

But marijuana possession for sale without a license is a felony if any of the following is true:
• You have a prior conviction for one of a list of particularly serious violent felonies, including murder, sexually violent offenses, sex crimes against a child under 14, or gross vehicular manslaughter while intoxicated, or a sex crime that requires you to register as a sex offender;
• You have two (2) or more prior misdemeanor convictions for marijuana possession for sale; or
• You possessed marijuana for sale in connection with a knowing sale or attempted sale to someone under 18.

For these defendants, possessing marijuana for sale is punishable by 16 months, or two or three years in county jail.

Proof of intent to sell marijuana without a license is usually made by circumstantial evidence. Such evidence can include:
• a large quantity of marijuana,
• the presence of items such as baggies and scales,
• pot divided into multiple baggies or containers,
• the presence of cash and/or weapons, and/or
• the opinion of the arresting officer that the marijuana was for sale. (Sec. 11359)

**Transportation or Sale of Marijuana:**
Under California’s marijuana legalization law, you can only sell marijuana if you have obtained a license to do so. These licenses will be issued by a newly-created Bureau of Marijuana Control. If you don't have a license, then selling pot--or transporting it in order to sell it--is still a crime under
HS 11360. Under Prop 64, HS 11360 has become a law intended to prohibit a "black market" in marijuana. For most defendants, unlicensed sale or transport for sale of marijuana is a misdemeanor punishable by up to six (6) months in county jail and/or a fine of up to one thousand dollars ($1,000). (For defendants under 18, it is an infraction. Also, giving away or transporting for sale up to 28.5 grams of marijuana without a license is an infraction.) But sale/transport for sale of marijuana without a license to do so is a felony for the following defendants:

- Defendants who have a prior conviction for one of a list of particularly serious violent felonies, including murder, sexually violent offenses, sex crimes against a child under 14, or gross vehicular manslaughter while intoxicated, or a sex crime that requires them to register as a sex offender;
- Defendants who have two (2) or more prior convictions for HS 11360 sale/transportation of marijuana;
- Defendants who knowingly sold, attempted to sell, or offered to sell or furnish marijuana to someone under 18;
- Defendants who imported or attempted or offered to import into California, or transported or attempted/offered to transport out of California for sale, more than 28.5 grams of marijuana or more than four grams of concentrated cannabis.

In any of these scenarios, black market sale or transportation for sale of marijuana under HS 11360 is punishable by two (2), three (3) or four (4) years in jail.

Finally, transporting marijuana without intent to sell it, or giving marijuana away, is not a crime in California so long as both of the following are true:

- You transport or give away not more than 28.5 grams of marijuana or eight grams of concentrated cannabis, and
- Any people you give marijuana to are 21 years of age or older (Sec. 11360)

**Selling marijuana to a minor** – Health and Safety Code 11361 makes it a felony for anyone 18 years or older to sell marijuana to a minor. This law is unchanged by Proposition 64/marijuana legalization. HS 11361 also makes it a felony to use a minor unlawfully to transport, carry, sell, give away, furnish, administer, prepare for sale, or peddle any amount or type of marijuana.

Sentences for violating California Health and Safety Code 11361 are served in California state prison, rather than county jail. If the minor involved is under 14 years of age, the penalty is three, five or seven years in state prison. If the minor is over 14, but less than 18, the penalty is three, four or five years in state prison.

**Concentrated Cannabis** – “Concentrated cannabis” is the separated resin (whether crude or
purified) obtained from the marijuana plant. It is commonly referred to as “hashish” or “hash.” Concentrated cannabis is considered to be marijuana under California law. This means, among other things, that people entitled to possess, cultivate, or transport medical marijuana may do the same with concentrated cannabis. Also, under Proposition 64, simple possession of concentrated cannabis for recreational use is legal--but a person may only possess up to 4 grams for personal use.

**Driving with Marijuana** -- Vehicle Code 23222(b) prohibits driving in possession of up to 28.5 grams of marijuana. It is a sister provision to the law against driving with an open container of alcohol in your vehicle. Proposition 64 did not change this law. Driving with marijuana is an infraction. It can be punished by up to a $100 fine.

**Possession of drug paraphernalia:** It is unlawful to possess an opium pipe or any device, contrivance, instrument or paraphernalia used for unlawfully injecting or smoking controlled substances, which is classified as a narcotic drug.

**Unauthorized Possession of Controlled Substances:** Except as otherwise provided…every person who possesses (1) any controlled substance or (2) any controlled substance which is a narcotic drug, unless upon the written prescription of a physician, dentist, podiatrist or veterinarian licensed to practice in this state, shall be punished by imprisonment in state prison for a period of not less than two years or more than ten years and shall not be eligible for release upon completion of sentence or on parole or any other basis until she/he has been imprisoned by for period of not less than two years in the state prison. (Sect 11350)

**Possession for Sale of Controlled Substances:** Except as otherwise provided…every person who possesses for sale (1) any controlled substance or (2) any controlled substance which is a narcotic drug shall be punished by imprisonment in the state prison for a period of not less than five years or more than 15 years and shall not be eligible for release upon completion of sentence or not parole or any other basis until she/he has been imprisoned for a period of not less than two (2) years in the state prison. (Sec. 11351)

**Possession with Intention to Manufacture Methamphetamine:** Any person who possesses both methylamine and phenyl-2propanone (phenyl acetone) at the same time with the intent to manufacture methamphetamine is guilty of a felony and shall be punished by imprisonment in the state prison for between one and five years. (Sec.11383).
Health Risks Associated with the Use of Illicit Drugs and the Abuse of Alcohol

The use of any mind or mood-altering substance, including alcohol, can lead to psychological dependence, which is defined as a need or craving for the substance and feelings of restlessness, tension, or anxiety when the substance is not used. In addition, with many substances, use can lead to physical tolerance, characterized by the need for increasing amounts of the substance to achieve the same effect, and/or physical dependence, characterized by the onset of unpleasant or painful physiological symptoms when the substance is no longer being used. As tolerance and psychological or physical dependence develop, judgment becomes impaired and people often do not realize they are losing control over the use of the substance and that they need help. Drugs taken by injection can increase the risk of infection (e.g. HIV, hepatitis, etc.) through needle contamination. Additional risks of harm may occur from the use of prescription drugs in ways other than prescribed.

Alcohol acts as a depressant to the central nervous system and can cause serious short and long-term damage. Short-term effects include nausea, vomiting, and ulcers; more chronic abuse can lead to brain, liver, kidney, and heart damage and even eventual death. Ingesting a large amount of alcohol at one time can lead to alcohol poisoning, coma, and death. Drugs such as LSD, amphetamines, marijuana, cocaine, and alcohol alter emotion, cognition, perception, physiology, and behavior in a variety of ways.

Health risks include but are not limited to depression, apathy, hallucinations, paranoia, and impaired judgment. Abuse of either alcohol or drugs during pregnancy increases the risk of birth defects, spontaneous abortion, and stillbirths.

It is impossible to accurately predict how an individual will react to a specific drug or to alcohol because effects vary depending on the person, environmental variables, the dosage and potency of the substance, the method of taking the substance, the chronicity or use, and whether the substance is taken in conjunction with other substances. Illegal drugs have particularly unpredictable effects due to variability in dosage and purity. When two or more substances are combined, there is often an effect that is stronger than their additive sum.

For more information visit: www.drugabuse.gov
Drug and Alcohol Abuse Education Programs

Resources for Students, Faculty, and Staff

The Claremont Colleges are committed to education and counseling as the primary focus of their substance abuse programs and provide confidential, professional assistance for students. Students are urged to seek information and help regarding substance abuse for themselves or their friends. A variety of services are available for students including counseling, educational materials, and/or referrals are available at the following offices:

- Health Education Outreach Office – McAlister Center, 919 N. Columbia Avenue, 909-607-3602 or 909-621-8871
- Monsour Counseling Center – 735 N. Dartmouth, 909-621-8202
- Student Health Services – 175 E. 6th Street, 909-621-8222
- Dean of Students and Campus Life – 160 East Tenth Street, 909-621-8965

As a CGU employee, the following office is available to assist with finding counseling, educational materials, and/or referrals:

- Human Resources – 150 East Tenth Street, 909-621-8686 or 909-607-7816

To protect privacy, information regarding a student’s, staff members, or faculty member’s participation in any alcohol or drug assistance program is treated as confidential.

ANNUAL DISCLOSURE OF CRIME STATISTICS

Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (20 USC § 1092(f)) requires colleges and universities across the United States to disclose information about crime on and around their campuses. Claremont Colleges’ Campus Safety maintains a close relationship with all police departments. Working together, they ensure that crimes which occur at properties that CGU owns or controls are reported directly to these police departments and are brought to the attention of the Campus Safety.

Campus Safety collects the crime statistics disclosed in the charts below through a number of methods. Campus Safety dispatchers and officers enter all reports of crime incidents made directly to the department through a records management system. After an officer enters the report in the system, a department administrator reviews the report to ensure it is appropriately classified in the correct crime category. Campus Safety periodically examines the data to ensure that all reported crimes are recorded in accordance with the crime definitions outlined in the FBI
Uniform Crime Reporting Handbook and the FBI National Incident-Based Reporting System Handbook (sex offenses only). In addition to the crime data that the Campus Safety maintains, the statistics below also include crimes that are reported to various campus security authorities, as defined in this report. The statistics reported here generally reflect the number of criminal incidents reported to the various authorities. The statistics reported for the sub categories on liquor laws, drug laws and weapons offenses represented the number of people arrested or referred to campus judicial authorities for respective violations, not the number of offenses documented.

Definitions of Reportable Crimes

**Primary Crimes:**

**Murder and Non-Negligent Manslaughter** – defined as the willful (non-negligent) killing of one human being by another.

**Manslaughter by Negligence** – is defined as the killing of another person through gross negligence.

**Sexual Assault (Sex Offenses)** – Any sexual act directed against another person, without consent of the victim, including instances where the victim is incapable of giving consent.

A. **Rape** — The penetration, no matter how slight, of the vagina or anus with any body part or object, or oral penetration by a sex organ of another person, without the consent of the victim.

B. **Fondling** — The touching of the private body parts of another person for the purpose of sexual gratification, without the consent of the victim, including instances where the victim is incapable of giving consent because of his/her age or because of his/her temporary or permanent mental incapacity.

C. **Incest** — Sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.

D. **Statutory Rape** — Is sexual intercourse with a person who is under the statutory age of consent.

**Robbery** – is defined as taking or attempting to take anything of value from the care, custody, or control of a person or persons by force or threat of force or violence and/or by putting the victim in fear.

**Aggravated Assault** – is defined as 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.
Burglary – is the unlawful entry of a structure to commit a felony or a theft.

Motor Vehicle Theft – is the theft or attempted theft of a motor vehicle.

Arson – any willful or malicious burning or attempt to burn, with or without intent to defraud, a dwelling house, public building, motor vehicle or aircraft, personal property of another, etc.

Hate Crimes

A Hate Crime is a criminal offense that manifests evidence that the victim was intentionally selected because of the perpetrator’s bias against the victim. For Clery Act purposes, Hate Crimes include any of the categories listed above and includes the four additional categories below:

Larceny/Theft—is the unlawful taking, carrying, leading or riding away from the possession or constructive possession of another. It includes, pocket picking, purse snatching, shoplifting, theft from building, theft from motor vehicle, theft of motor vehicle parts or accessories, and all other larceny.

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.

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.

Destruction/Damage/Vandalism or Property (except Arson)—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.

Categories of Prejudice:

Race – A preformed negative attitude toward a group of persons who possess common physical characteristics, e.g., color of skin, eyes, and/or hair; facial features, etc., genetically transmitted by descent and heredity which distinguish them as a distinct division of humankind, e.g., Asians, blacks or African Americans, whites.
**Gender** – A preformed negative opinion or attitude toward a person or group of persons based on their actual or perceived gender, e.g., male or female.

Gender Identity - a preformed negative opinion or attitude toward a person or group of persons based on their actual or perceived gender identity, e.g. bias against transgender or gender non-conforming individuals.

**Religion** – A preformed negative opinion or attitude toward a group of persons who share the same religious beliefs regarding the origin and purpose of the universe and the existence or nonexistence of a supreme being, e.g., Catholics, Jews, Protestants, atheists.

**Sexual Orientation** – A preformed negative opinion or attitude toward a group of persons based on their actual or perceived sexual orientation.

**Ethnicity/national origin** – A preformed negative opinion or attitude toward a group of people whose members identify with each other, through a common heritage, often consisting of a common language, common culture (often including a shared religion) and/or ideology that stresses common ancestry.

**Disability** – A preformed negative opinion or attitude toward a group of persons based on their physical or mental impairments, whether such disability is temporary or permanent, congenital or acquired by heredity, accident, injury, advanced age or illness.

**Dating violence, domestic violence, and stalking**

**Dating Violence is defined** as violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of such a relationship shall be determined based on the reporting party’s statement and with consideration of the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.

**Dating Violence** includes, but is not limited to, sexual or physical abuse or the threat of such abuse.

**Domestic Violence is defined as a** felony or misdemeanor crime of violence committed:

- By a current or former spouse or intimate partner of the victim;
- By a person with whom the victim shares a child in common;
• By a person who is cohabitating with or has cohabitated with the victim as a spouse or intimate partner;
• By a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred, or,
• By any other person against an adult or youth victim who is protected from that person’s acts under the domestic or family violence laws of the jurisdiction in which the crime of violence occurred.

**Stalking is defined as** engaging in a course of conduct directed at a specific person that would cause a reasonable person to-

• (i) Fear for the person’s safety or the safety of others; or
• (ii) Suffer substantial emotional distress.

**Consent: California law defines consent as “affirmative, conscious, and voluntary.”**

Consent is active, not passive, and is clear, knowing and voluntary. Consent is positive sexual permission; silence, without more, cannot be interpreted as consent. Consent can be given by words or actions, as long as those words or actions create mutually understandable and affirmative permission regarding willingness to engage in (and the conditions of) sexual activity. In order to give effective consent, one must be of legal age and have the capacity to give consent:

1. The legal age of consent in the state of California is 18 years.

2. Consent to any one form of sexual activity does not imply consent to any other form(s) of sexual activity.

3. A previous relationship or prior consent does not imply consent to future sexual acts.

4. Consent can be withdrawn. Thus, even if a person agreed to sexual interaction or continued sexual interaction, that person has the right to change their mind, irrespective of how much sexual interaction may have already taken place.
## 2016 Claremont Graduate University College Crime Statistics Chart

<table>
<thead>
<tr>
<th>Offense</th>
<th>On-Campus</th>
<th>*Residential Facility</th>
<th>Non-campus Building or Property</th>
<th>**Public Property</th>
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<tbody>
<tr>
<td><strong>Criminal Homicide</strong></td>
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</tr>
<tr>
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<td>N/A</td>
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<tr>
<td></td>
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<td>0</td>
<td>N/A</td>
</tr>
<tr>
<td></td>
<td>2016 0 0 0</td>
<td></td>
<td>0</td>
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</tr>
<tr>
<td>Negligent Manslaughter</td>
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<td></td>
<td>0</td>
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<tr>
<td></td>
<td>2015 0 0 0</td>
<td></td>
<td>0</td>
<td>N/A</td>
</tr>
<tr>
<td></td>
<td>2016 0 0 0</td>
<td></td>
<td>0</td>
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<tr>
<td><strong>Sex Offenses</strong></td>
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<tr>
<td>Rape</td>
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<tr>
<td></td>
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<tr>
<td></td>
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<tr>
<td></td>
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<td>0</td>
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<tr>
<td></td>
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<td>Statutory Rape</td>
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<tr>
<td></td>
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</tr>
<tr>
<td></td>
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<td></td>
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<td>Robbery</td>
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<td>Aggravated Assault</td>
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<tr>
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<td>Burglary</td>
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<tr>
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<tr>
<td></td>
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<td>Motor Vehicle Theft</td>
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<tr>
<td></td>
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<td></td>
<td>0</td>
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<tr>
<td></td>
<td>2016 0 0 2</td>
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<td>Arson</td>
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<tr>
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<td>2015 0 0 0</td>
<td></td>
<td>0</td>
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</tr>
<tr>
<td></td>
<td>2016 0 0 0</td>
<td></td>
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<tr>
<td>Other Offenses</td>
<td>Arrest</td>
<td>Judicial Referral</td>
<td></td>
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</tr>
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<td>--------------------------------</td>
<td>---------------------------------------------</td>
<td>------------------------------------------------</td>
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<td></td>
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<tr>
<td></td>
<td>On-Campus</td>
<td>Residential Facility</td>
<td>Non-campus Building or Property</td>
<td>**Public Property</td>
</tr>
<tr>
<td>Liquor Law Violations</td>
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<tr>
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<td>2015</td>
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<td></td>
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<tr>
<td>Drug Abuse Violations</td>
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<td></td>
<td>2015</td>
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<td>2016</td>
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<td>Illegal Weapons Possession</td>
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<tr>
<td></td>
<td>2016</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>

**VAWA Amendment Offenses**

|                                | Arrest                                      | Judicial Referral                              |
|                                | On-Campus | Residential Facility | Non-campus Building or Property | **Public Property | On-Campus | Residential Facility | Non-campus Building or Property | **Public Property |
| Dating violence                | 2014      | 1                  | 0                             | 0                  | N/A       | 0                  | 0                             | 0                  | N/A     |
|                                | 2015      | 0                  | 0                             | 0                  | N/A       | 0                  | 0                             | 0                  | N/A     |
|                                | 2016      | 0                  | 0                             | 1                  | N/A       | 0                  | 0                             | 0                  | N/A     |
| Domestic Violence              | 2014      | 0                  | 0                             | 0                  | N/A       | 0                  | 0                             | 0                  | N/A     |
|                                | 2015      | 0                  | 0                             | 0                  | N/A       | 0                  | 0                             | 0                  | N/A     |
|                                | 2016      | 0                  | 0                             | 0                  | N/A       | 0                  | 0                             | 0                  | N/A     |
| Stalking                       | 2014      | 1                  | 0                             | 0                  | N/A       | 0                  | 0                             | 0                  | N/A     |
|                                | 2015      | 3                  | 2                             | 0                  | N/A       | 0                  | 0                             | 0                  | N/A     |
|                                | 2016      | 2                  | 1                             | 0                  | N/A       | 0                  | 0                             | 0                  | N/A     |

* Residential statistics are a subsection of the On-Campus totals
** Statistics were requested from Claremont Police Department, but not available in a usable format for Clery reporting

Hate Crimes:
2014 There were no reportable hate crimes
2015 There were no reportable hate crimes
2016 There were no reportable hate crimes
ANNUAL FIRE SAFETY REPORT
The Higher Education Opportunity Act enacted on August 14, 2008, requires institutions that maintain on-campus student housing facilities to publish an annual fire safety report that contains information about campus fire safety practices and standards of the institution. The following report details all information required by this act for Claremont Graduate University.

Fire Safety
The CGU Apartments have automatic sprinkler systems and fire alarm systems that help to provide for a fire safe living environment. All of the units and apartments in the complex are provided with automatic sprinkler systems, smoke detectors and building fire alarm systems to provide early detection and warning of a possible fire emergency. The University maintains and tests all fire alarms and automatic fire suppression systems to insure system readiness and proper operation in the event of a fire emergency. Additionally, multiple fire extinguishers are located in the exterior walkways of every floor of the CGU Apartments complex. Each fire extinguisher is enclosed in a locked case with a glass cover. In the case of an emergency, residents can access a fire extinguisher by pulling the metal handle on the case.

Residents of the CGU Apartments shall take due care to prevent fires. Flammable materials shall not be used or stored on the premises. These items include, but are not limited to: candles, incense, fireworks, lighter fluid, propane or other gas cylinders, etc.

All residents are expected to evacuate their apartment and building area immediately during the sounding of a fire alarm or upon the direction of a University staff member. Residents in Buildings A, B and C should evacuate to the West side of the CGU Apartments’ parking lot. Residents in Buildings D and E should evacuate to the N. College Ave. parking lot. Attempting to re-enter an apartment or the Community Room without the permission of University or Housing Services staff is prohibited. Referral to
Campus Safety for criminal/legal action may also be a consequence for failing to comply with the Evacuation policy.

**On-Campus Housing Fire Drills**
The CGU Apartments have an emergency evacuation plan and conducts one fire drill annually to allow residents to become familiar with and practice their evacuation skills. The drill is conducted by the Housing Services staff in conjunction with the University’s campus-wide evacuation drill.

**Fire Safety Education and Training Programs for Students, Faculty and Staff**
The Claremont University Consortium’s Environmental Health and Safety Office (EHS), in coordination with Housing Services, provide training to Resident Advisors (RA) and the Community Advisor (CA). Topics addressed during this training include:

- Fire prevention at the CGU Apartments
- What to do in the event of a fire
- How to report a fire or other emergency
- Fire extinguisher training

Other general health and safety information is available to students, faculty and staff on the Environmental Health and Safety web site at:

http://www.cuc.claremont.edu/ehs/services.asp

**Fire Incident Reporting for On-Campus Student Housing**
Students, faculty and staff are instructed to call 911 to report a fire emergency. Listed below are the non-emergency numbers to call to report fires that have already been extinguished at the CGU Apartments. These are fires for which you are unsure whether Campus Safety may already be aware. If you find evidence of such a fire or if you hear about such a fire, please notify one of the following:

CGU Housing Services at 909-607-8650
Plans for Future Improvements in Fire Safety
CGU continues to monitor trends related to residence hall fire incidents and alarms to provide a fire safe living environment for all students. New programs and policies are developed as needed to help insure the safety of all students, faculty and staff.

Fire Statistics for On-Campus Student Housing Facilities

<table>
<thead>
<tr>
<th></th>
<th>2014</th>
<th>2015</th>
<th>2016</th>
</tr>
</thead>
<tbody>
<tr>
<td>Building A</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Building B</td>
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<td>1</td>
</tr>
<tr>
<td>Building C</td>
<td>0</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>Building D</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Building E</td>
<td>0</td>
<td>1</td>
<td>0</td>
</tr>
<tr>
<td>Building D</td>
<td>1</td>
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</tr>
<tr>
<td>Building E</td>
<td>0</td>
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</tr>
</tbody>
</table>

CRIME PREVENTION TIPS

While the CGU campus is a reasonably safe environment, crimes do occur. In addition to the Clery Act crimes statistics below, other common crimes that occur on campus are outlined below:

Theft
Theft is a common occurrence on college campuses. Oftentimes this is due to the fact that theft is a crime of opportunity. Confined living arrangements, recreation facilities, and many open classrooms and laboratories provide thieves with effortless opportunities. Occupants of the CGU Apartments often feel a sense of security and
home atmosphere and become too trusting of their peers, while others leave classrooms and laboratories unlocked when not occupied for short periods of time.

It is important to be very vigilant when it comes to suspicious persons. Never leave items and valuables lying around unsecured. Doors should be locked at all times. The following is a list of suggestions to help you not fall victim of theft:

- Keep doors to residence halls, labs, and classrooms locked when not occupied
- Don’t provide access to unauthorized persons in the buildings or classrooms
- Do not keep large amounts of money with you.
- Lock all valuables, money, jewelry, and checkbooks in a lock box or locked drawer
- Keep a list of all valuable possessions including the makes, models, and serial numbers of these items
- Take advantage of the Engraving Program to have all valuables engraved with specific identifying marks
- Don’t leave laptop computers or textbooks unattended in labs or libraries, even if it is for a short period of time
- Don’t lend credit cards or identification cards to anyone
- Report loitering persons or suspicious persons to police immediately; don’t take any chances

**Identity Theft**

Identity theft is a crime in which someone wrongfully obtains and uses another person’s personal information in some way that involves fraud or deception, typically for economic gain. This personal data could be a Social Security number, bank account or credit card information.

Persons involved in identity theft often use computers or other forms of media to assist them.

There are measures you can take to prevent this from happening to you:
• Do not give anyone your personal information unless there is a reason to trust them and the release is for good reason.

• Never give your credit card information, date of birth, or other information over the telephone, unless you can confirm the person receiving that information.

• Complete a credit check frequently to assure there is no suspicious activity.

• Examine financial information often to assure all transactions are authorized and accounted for.

• Use of security software on computers, as well as the installation of firewalls are good practices.