



MARICOPA COMMUNITY COLLEGE DISTRICT
CHANDLER-GILBERT COMMUNITY COLLEGE

DISCLOSURE OF SAFETY POLICIES AND ANUUNAL CRIME STATISTICS

The information contained in this document was prepared under the guidelines established by 20 United States Code, section 1092(f), known as the Jeanne Clery, Disclosure of Campus Security Policy and Campus Crime Statistics Act, and the Code of Federal Regulations. The information represents a general description of Chandler-Gilbert Community College security/safety policies and programs, and the crime statistics for the most recent calendar year and the two preceding calendar years; however, the information is not intended to serve as a contractual agreement between the college and the recipient.

Introduction

Chandler-Gilbert Community College enjoys good relations with its neighbors and maintains a highly visible College Safety Department (CSD) that provides for the safety of the campus community. However, no community can be totally risk free in today's society. To lessen the chances of crimes occurring within the campus community, everyone's cooperation and vigilance is needed. All members of the campus community are encouraged to immediately report all suspected crimes, unusual or suspicious activities, and emergencies to the CSD.

Campus Security

The CSD provides for the security and safety of the three campus communities. The department at the Pecos Campus is housed inside the College Safety Building, located in the M Building room M 105. The CSD is in operation twenty-four hours a day, seven days a week. The telephone number is (480) 732-7280, or on campus extension 27280. The Pecos Campus CSD services the needs of the Sun Lakes Education Center.

The department staff at the Pecos Campus consists of One Director, three Certified College Safety Police Officers, a full-time dispatcher, full-time non-certified officer, and numerous part time and student officers. The CSD also maintains a cooperative working relationship with the local Police Departments of Chandler, Gilbert, and the Maricopa County Sheriff and will request assistance as needed.

The department staff at the Williams Campus consists of one Certified College Safety Police Officer, a full-time dispatcher and numerous part time and student officers. The CSD office is located inside the South Entrance of the Aviation and Technology Center (ATC). The telephone

number is (480) 988-8888, or on campus extension 88888. The CSD also maintains a cooperative working relationship with the Arizona State University East Department of Public Safety (ASU East DPS) and the Mesa Police Department, and will request assistance as needed.

Security and Access to College Facilities

CGCC strives to maintain a safe and secure campus environment for students, staff and visitors. The Pecos Campus enjoys a multi camera Closed Circuit Television (CCTV) system that covers all of the parking lots and many interior parts of the campus. Also, the Pecos campus utilizes a card key access system in many academic buildings. The plans are currently underway at the Williams Campus to implement CCTV, Access Control, and emergency telephones throughout the campus. In addition, the CSD maintains a visible presence on campus and proactively patrols campus parking lots and buildings on a regular basis. Offices, laboratories and classrooms are secured when not in use and officers who discover defective doors or locks, interior/exterior lighting problems, or other safety hazards, immediately report the situation to the appropriate college department for action. To further improve safety, the college encourages all campus community members to take an active part and immediately report any observation of a suspected crime, unusual or suspicious activity, emergency, or hazardous condition to (480) 732-7280 at the Pecos or Sun Lakes Campus and to (480) 988-8888 at the Williams Campus.

The college contracts our dormitories and residential housing on the Williams Campus to Campus Living Village Housing Management. We also operate The Sun Lakes Education Center located at 25105 S. Alma School Rd., Sun Lakes AZ. Pecos College Safety handles reports from Sun Lakes Education Center.

The Pecos and Williams campuses are open Monday through Friday between 5:00 a.m. and 11:00 p.m. and Saturday between 7:00 a.m. and 5:00 p.m. The college is closed on Sundays and on designated holidays.

Reporting Crime and Emergencies

Crime or other emergency in progress: Students, employees and others are encouraged to report all criminal activity and emergencies occurring on campus. A report may be filed with a College Safety Officer, appropriate personnel in the College Safety Department, or by calling (480) 732-7280 at the Pecos Campus, or (480) 988-8888 at the Williams Campus. In emergency situations, 9-1-1 may be called first, followed by an immediate notification to College Safety.

Reports of a past crime or incident may be made to any of the following law Enforcement authority:

- a) The Pecos College Safety Department: In person or by calling (480) 732-7280.
- b) The Williams College Safety Department: In person or by calling (480) 988-8888
- c) The following law enforcement agencies: In person at a local precinct or by calling:

Chandler Police Department:	(480) 782-4130
Gilbert Police Department:	(480) 503-6500
ASU Polytechnic Police Department:	(480) 727-3456
Mesa Police Department:	(480) 644-2211
Maricopa County Sheriff:	(602) 876-1000

2. Security Authority:

- a) Office of the Vice President of Student Affairs: In person or by calling (480) 732-7310.
- b) Vice President of Administrative Services: In person or by calling (480) 732-7222.
- c) Vice President of Academic Affairs: In person or by calling (480) 732-7014.

The importance or reporting all crime: The importance of reporting crime, suspected crime and unusual or suspicious activity to the CSD or a security authority cannot be over emphasized. The reports provide a basis for making timely warnings when a crime may present a threat to other members of the campus community and also assist the college in providing a full disclosure in the annual crime statistics report. In addition, such action by a victim or witness will assist in making the campus environment a safer place for the entire community.

Voluntary confidential reporting: CGCC does have a policy or procedure that would allow a victim or witness to report crime on a voluntary and confidential basis. The CSD accepts and investigates all reported incidents, whether or not a victim or witness provides a name or other identifying information. Contact either of the College Safety Departments and ask to speak with a certified officer or shift supervisor.

Confidential reporting to a counselor: CGCC does not have a policy or procedure that encourages its professional counselors; if and when the counselor deems it appropriate, to inform the person being counseled of any procedures to report crime on a voluntary, confidential basis for inclusion in the annual disclosure of crime statistics. Generally, when counselors do not have the permission of the victim, they can only report the occurrence of a number/statistic to the law enforcement authority.

Sexual Assault Procedures, Reporting and Prevention

Reporting a sexual assault: Any student, employee, or visitor who is the victim of a sex offense, forcible or non-forcible, is encouraged to report the assault to college authorities or the Chandler Police Department, Gilbert Police Department, ASU Polytechnic Police Department, or Maricopa County Sheriffs Office. If a victim so chooses, he/she may be assisted by college authorities in reporting the assault to the proper law enforcement authorities. After making the report, the victim is not obligated to continue with the legal or college disciplinary action. The assault may be reported in person at:

1. The Pecos College Safety Department or by calling

(480) 732-7280.

2. The Williams College Safety Department or by calling (480) 988-8888.

3. Local Law Enforcement Agencies:

Chandler Police Department:	(480) 782-4130
Gilbert Police Department:	(480) 503-6500
ASU Polytechnic Police Department:	(480) 727-3456
Maricopa County Sheriff:	(602) 256-1000

4. The Office of the Vice President of Student Affairs or by calling: (480) 732-7309.

5. The Office of the Vice President of Administrative Services or by calling: (480) 732-7222.

Preserving evidence of a sexual assault: After a sexual assault, it is very important that the victim receive a medical examination for health and evidentiary reasons. A victim should not wash; use the toilet or change clothes before seeing trained medical personnel. If clothes are changed, those worn during the assault should be placed in a paper bag and taken along to the examination. Even if the victim is certain that he/she will not prosecute, it is important to gather as much evidence as possible just in case the victim decides to pursue criminal charges at a later date.

Coping with sexual assault: Victims of a sexual assault may find it helpful to discuss their experience with a counselor. College counselors are available to meet with victims in an informal and private setting. The counselor can assist by changing a victim's academic situation, serve as a source of referral to outside agencies, and provide information about on-and-off campus reporting, prosecution procedures, and the college disciplinary process. College counselors may be contacted by calling (480) 732-7158 at the Pecos Campus and (480) 727-1255 at the Williams Campus.

Victims of a sexual assault may also receive free, confidential, twenty-four hour, counseling by calling the Rape Abuse Incest National Network (RAINN) at 1-800-656-4673, extension 1. Trained counselors are available twenty-four hours a day, seven days a week.

How to reduce the risk of sexual assault (reproduced from the RAINN web pages):

1. When you go to a party go with a group of friends.
2. Arrive together, watch out for each other, and leave together.
3. Don't leave your beverage unattended or accept a drink from an open container.
4. Don't allow yourself to be isolated with someone you don't know or trust.
5. Be aware of your surroundings at all times.
6. Trust your instincts.

7. Think about the level of intimacy you want in a relationship, and clearly state your limits.

Prevention programs: College Safety Officers conduct presentations relating to crime prevention and safety policies/practices during orientations and at other times, when requested by staff or students. Crime prevention information/materials are distributed to incoming students in the form of orientations and other presentations.

College response to a sexual assault: Sexual assault is a criminal act, which subjects the perpetrator to criminal and civil penalties in state and federal courts. Besides the sanctions that can be imposed in court, CGCC will respond administratively if a sexual assault or other criminal offense involves a student or employee as the offender. Students and employees are subject to applicable District policies and disciplinary procedures, including policies prohibiting sexual harassment. Sanctions may include suspension or expulsion for students offenders or termination of employment for employees. Victims may commence a disciplinary action by submitting a written, signed statement detailing the incident to the Vice President of Student Affairs. The accuser and accused are entitled to the same opportunities to have others present during the disciplinary hearing, and in the case of sexual assault, both the accuser and accused shall be informed of the outcome.

Illicit Drugs and Alcohol Policy

District policy: The Maricopa Community College District supports the Drug Free Schools and Communities Act Amendment of 1989, Public Law 101-226, and complies with all federal, state, and local laws pertaining to controlled substances, including alcohol. The possession, sale or consumption of an alcoholic beverage in any premises owned and/or leased/rented by the District for approved educational purposes is prohibited.

College response to alcohol and drugs violations: Besides the sanction imposed by federal and state courts concerning substances violation(s), the college will respond administratively when the offense involves a student or employee as the offender. Students and employees are subject to applicable District policies and disciplinary procedures. Sanctions may include suspension or expulsion for student offenders or termination of employment for employees.

Alcohol and drug use prevention: CGCC sponsors and/or participants in the following drug prevention activities:

1. Counseling services that provide individual and group sessions on the topic of "Substance Abuse." When needed, counselors will provide referral services to community based agencies. College counselors may be reached by calling (480) 732-7158, or (480) 727-1255
2. The Office of Student Life coordinates an annual Alcohol Awareness Week. Literature on alcohol, drugs and related issues are distributed and made available in the Student Life Office.

3. The college provides information to all currently enrolled students on an annual basis in the college catalog/student handbook.

Campus community members who may have an alcohol or drug problem can refer to the College Catalog Student Handbook for specific local treatment facilities. They can also receive assistance by calling:

- Al-Anon at 1-800-356-9996
- American Council on Alcoholism at 1-800-527-5344
- National Institute on Drug Abuse Hotline at 1-800-662-4357
- DRUGHELP at 1-800-662-HELP

Responding to Criminal Activity and Emergencies

Generally, a College Safety Officer is immediately dispatched to all on campus incidents. A College Safety Officer and, if necessary, a Chandler Police Department, or ASU Polytechnic Police Officer will respond to reports of criminal activity. The Chandler, Gilbert, or Mesa Fire Departments respond to reports of fire or medical emergencies.

Crime Awareness and Prevention Programs

Crime Awareness/Prevention Bulletin: The occurrence of crime considered to present a threat to members of the campus community, is reported on a timely basis through the Crime Awareness/Prevention Bulletin. Copies of the bulletin are posted on the bulletin boards throughout the campus and all college departments are notified through electronic mail. The bulletin provides information on the specific crime(s) that occurred and how to avoid becoming a victim.

Incident/Offense report information: The CSD publishes weekly information on all incidents, administrative and criminal, occurring on campus. The information is posted on the bulletin board inside the College Safety Building and posted to the College Safety website under Campus Incident Logs. In addition, the CSD maintains a **Daily Crime Log** that contains the date, time, location, nature and disposition of all crimes occurring at the college and on adjacent public property. Entries in the log are made within two business days of the incident report.

Crime statistics: Statistics and security polices, collated in accordance to the guidelines established in the Clery Act (20 USC 1092 (f)), are published and made available, to any applicant for enrollment or employment at the college . A copy will also be provided to anyone, upon request to the Director of College Safety at (480) 732-7280.

Escort service: An escort service is available to the students, faculty, and staff of CGCC. A request may be made to the Pecos CSD from any campus phone at extension 27280 or at the Williams Campus at extension 8-8888. An officer will respond and accompany you to a vehicle or the bus stop closest to the campus.

Assistance for disabled motor vehicles: Reasonable assistance will be provided by Williams Campus personnel to drivers who lock their keys inside of the vehicle and/or whose motor vehicle is disabled on campus. After the driver of the vehicle completes and signs the appropriate vehicle assistance form, an officer will provide a battery boost or assist opening the vehicle.

Pecos Safety personnel do not assist with changing tires of vehicle lockouts. Chandler Police Volunteers will assist, if available, with vehicle lockouts upon request. College Safety can assist with contacting the Chandler Police Department upon request.

Safety presentations: Members of the CSD provide safety presentations during class orientations. They are also available to talk to any department or group of students. The orientations and talks are designed to educate members of the college community about the services provided by the CSD and how to avoid becoming the victim of a crime at the college.

Policies Regarding Weapons, Smoking and Children

Weapons: Only Campus Police are permitted to carry weapons on campus, otherwise the possession or use of a firearm on campus is strictly forbidden. The Maricopa Community College District Governing Board promulgated the weapons policy under ARS 13-2911 C. Anyone violating the policy is subject to arrest under ARS 13-2911 and/or subject to applicable college disciplinary procedures.

Smoking: Smoking is prohibited inside college buildings and within 25 feet of any entrance/exit door. Campus community members are requested to utilize the designated smoking area for smoking. The designated areas are conveniently located and clearly marked.

Children on campus: Children, younger than 18 years of age, may not attend a class unless they are officially registered for the class. Children that are not officially registered are not allowed on campus unless participating in an authorized college program or under the immediate supervision of an adult.

Annual Disclosure of Crime Statistics

Preparing the annual disclosure: The CSD has the responsibility of gathering the data used to prepare the annual campus crime statistics. The data is obtained from reports made to the CSD, the Chandler Police Department, ASU Police Department and as needed the Maricopa County Sheriff Office, and Mesa Police Department, campus security authorities and the college Counseling Department. In the case of the college departments, the data is gathered the same day that it's reported. Data is obtained annually from the Chandler, ASU East DPS, Mesa Police Department, and Maricopa County Sheriff Office, and compared with the data gathered at the college. The resulting data is used to prepare the annual crime statistics report. For Crime stats click "back" to return to statistics home page.

1. Based on available data, no hate crime occurred at the college or on public property from 2004 through 2006.
2. As required by the Campus Sex Crimes Prevention Act, law enforcement agency information concerning registered sex offenders may be obtained by visiting the following internet address: www.azsexoffender.com
3. The college does have campus housing at its Williams Campus location and it is operated under an agreement with Arizona State University Polytechnic and Campus Living Village Housing Management.

Questions?

If you need more information about security policies and safety at CGCC, please contact the Director of College Safety at (480) 732-7280 or the Vice President of Student Affairs at (480) 732-7310. A college official will be glad to discuss your concerns.

Uniform Crime Reporting – Offense Definitions

Murder and Non-negligent Manslaughter: The willful (non-negligent) killing of one human being by another.

Negligent Manslaughter: The killing of another person through gross negligence.

Forcible Sex Offenses: Any sexual act (**Forcible Rape, Forcible Sodomy, Sexual Assault With An Object, Forcible Fondling**) or an attempted sexual act directed against another person, forcibly and/or against that persons will, or not forcibly or against the persons will where the victim is incapable of giving consent.

Non-Forcible Sex Offense: Unlawful non-forcible sexual intercourse (**Incest, Statutory Rape**).

Robbery: The taking or attempting to take anything of value from the care, custody, or control of a person by force or threat of force or violence and/or by putting the victim in fear.

Aggravated Assault: An unlawful attack by one person on 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: The unlawful entry of a structure to commit a felony or a theft.

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.

Motor Vehicle Theft: The theft or attempted theft of a motor vehicle.

Weapon Law Violations: The violations of laws or ordinances dealing with weapons offenses, regulatory in nature, such as: manufacture, sale, or possession of deadly weapons; carrying deadly weapons, concealed or openly; furnishing deadly weapons to minors; aliens possessing deadly weapons; and all attempts to commit any of the aforementioned.

Drug Abuse Violations: Violations of state and local laws relating to the unlawful

possession, sale, use, growing, manufacturing, and making of narcotic drugs. The relevant substances include: opium or cocaine and their derivatives (morphine, heroin, codeine); marijuana; synthetic narcotics (Demerol, methadone); and dangerous nonnarcotic drugs (barbiturates, Benzedrine).

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

6/17/2008

