

**Campus Safety Report  
Clatsop Community College  
2013 Crime Statistics**

Clatsop Community College (CCC) is a public, two-year co-educational institution serving northwest Oregon and southwest Washington since 1958. With three campus centers, Lexington Avenue campus, Marine and Environmental Research Training Station (MERTS) and South County Center in Seaside, the College serves approximately 5,300 full-, part-time and continuing education students.

This report complies with the requirements of the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act) and explains how the College reports and handles crime and emergency situations on or near College property. The report is compiled by the Vice President, Finance & Operations from information obtained from the CCC security office (2011), Physical Plant (2012, 2013), the office primarily responsible for receiving notices of crimes and incidents on campus, the Dean of Students (2011), Vice President, Academic & Student Affairs (2012, 2013) office, and the Human Resources office. Local police agencies are requested, at least once annually, to provide crime statistics for the areas on and adjacent to College properties. CrimeReports.com is reviewed and possible incidents are included in the police request.

CCC is committed to providing a safe and secure environment for students, staff, and guests. Safety is a cooperative effort, and responsibility for the safety of yourself and others is encouraged. We hope you will read this information carefully and use it to make CCC a safe campus to learn and work.

## **SECURITY/LAW ENFORCEMENT**

The college Physical Plant staff is responsible for responding to emergency incidents, building alarms and/or reported safety hazards, to assess conditions and make contact with the appropriate emergency responders as required. Law enforcement duties are the responsibility of the Astoria Police Department for the Lexington Avenue and MERTS campuses and the Seaside Police Department for South County Center.

For law enforcement services and/or fire and life safety issues call 911 (9-911 on campus phones).

If you need assistance from campus services call the following numbers:

Physical Plant – Monday through Friday (regular business hours) – 503-791-3320 or 503-338-2489

Monday through Friday (after 5 pm and on weekends) – 503-791-3320

Evening Administrator – 503-338-8066

## **REPORTING CRIMES**

Prompt reporting of crimes is encouraged. To report a crime in progress or another type of emergency occurring on the Lexington Avenue campus or any of its satellite locations, call 9-911 from any campus phone. Clatsop County emergency dispatchers are available 24 hours a day, and will send the appropriate law enforcement or emergency personnel to all reported criminal, fire or ambulance calls. Any incidents involving criminal activity occurring on or around campus should be reported to the police.

Emergency: Police, Fire or Ambulance – 9-911 from campus phones

Non-emergency: Astoria Police Department – 503-325-4411

Seaside Police Department – 503-738-6311

Incidents should also be reported Vice President, Finance & Operations, (503-338-2421, [jzahn@clatsopcc.edu](mailto:jzahn@clatsopcc.edu)), who is responsible for ensuring the collection of crime reports. A form for reporting incidents can be found on the college web page, under the About CCC tab, in the Student Consumer Information – Safety Report section. (<https://www.clatsopcc.edu/about-ccc/student-consumer-information/safety-report>)

If you observe a crime or are a victim of a crime, report the following: (a) type of incident, (b) location of incident, (c) description of the person or person's clothing and physical features, (d) the person's direction of travel and description of any vehicle, (e) date and time of incident. **Report all crime immediately!**

CCC does not currently have procedures for confidentially reporting crimes on a voluntary, confidential basis for inclusion in the annual disclosure of crime statistics. Neither does the college have a formal policy that encourages counselors to inform the persons they are counseling to report crimes on a voluntary and confidential basis.

## **CAMPUS FACILITIES**

Most campus facilities are accessible to the college community and visitors 7 am to 10 pm, Monday through Friday and varied hours on weekends depending on scheduled classes. MERTS and South County Center are open 8 to 5 pm, Monday through Friday. Academic buildings are kept open according to the academic schedule during the week and on weekends. Persons in buildings without proper ID and/or authorization may be escorted from the buildings. Refusal to leave the premises on request may initiate a citation or arrest for criminal trespass.

## **DRUGS AND ALCOHOL**

CCC complies with all state and federal laws pertaining to possession and sale of controlled substances and alcohol. Possession or use of illegal drugs is forbidden on College owned or controlled property and at all college-sponsored events. Sale and consumption of alcohol is permitted on College owned or controlled property and at college-sponsored events with the pre-approval of the Vice President, Finance & Operations and documentation of proper licensing requirements. All violations of drug or alcohol laws will be reported immediately to law enforcement.

CCC provides counseling and referrals for students and staff experiencing problems resulting from drug and alcohol use.

To receive confidential counseling or referrals to outside counseling agencies and specialists:

Student Services/Counseling Services – 503-338-2378

Human Resources/Affirmative Action Officer – 503-338-2450

## **WEAPONS ON CAMPUS**

Possession, use or threatened use of firearms, ammunition, dangerous chemicals, weapons or destructive devices is not allowed on property owned or controlled by CCC or at college-sponsored events, except as expressly authorized by state law. All weapons violations will be reported immediately to law enforcement.

## CAMPUS CRIME STATISTICS

The following are campus crime statistics for CCC Lexington Avenue campus, MERTS campus and South County Center for the calendar years 2011, 2012, and 2013.

CCC monitors, through local police agencies, criminal activity involved in off campus student organization and college events. The Seaside and Astoria police departments responded to our request for statistics. A website (CrimeReports.com) is available to search for crime statistics throughout the United States.

The Dean of Students (2011), Vice President, Academic & Student Affairs (2012, 2013) and the Director, Human Resources also provided information regarding disciplinary referrals.

<b>CRIME REPORTS</b>	<b>2011</b>	<b>2012</b>	<b>2013</b>
Murder/Non-negligent manslaughter	0	0	0
Forcible sex offenses (including forcible rape)	0	0	0
Nonforcible sex offenses			
Domestic Violence	0	0	0
Dating Violence	0	0	0
Stalking	0	0	0
Robbery	0	0	0
Aggravated assault			
On campus	0	0	0
Non-campus	0	0	0
Public Property	0	0	0
Burglary			
On campus	6	1	1
Non-campus	0	0	1
Public Property	0	0	0
Motor vehicle theft			
On campus	0	0	0
Non-campus	0	0	0
Public Property	0	0	0
Arson	0	0	0
Negligent manslaughter	0	0	0
Hate Crimes	0	0	0
<b>CRIMINAL ARRESTS</b>	0	0	0
Liquor Laws	0	0	0
Drug Laws	0	0	0
Illegal weapons possessions			
On campus	0	0	0
Non-campus	0	0	0
Public Property	0	0	0
<b>DISCIPLINARY REFERRALS</b>	0	0	0
Liquor Laws			
On campus	0	0	0
Non-campus	0	0	0
Public Property	0	0	0
Drug Laws			
On campus	0	0	0
Non-campus	0	0	0
Public Property	0	0	0
Illegal weapons possessions			
On campus	0	0	0
Non-campus	0	0	0
Public Property	0	0	0

## **CAMPUS SEX CRIMES PREVENTION ACT**

This act requires sex offenders who must register under state law to provide notice of enrollment or employment at any institution of higher education (IHE) in that state where the offender resides, as well as notice of each change of enrollment or employment status at the IHE. Requests for sex offender information by students, prospective students, faculty, administrators, etc., should be directed to the Oregon State Police Sex Offender Registration Unit at 503-378-3725, extension 44429.

## **SEXUAL ASSAULT**

Rape, sexual assault, physical abuse or forced or unwanted sexual contact of any kind or threat of such contact is a crime. Sexual contact shall be considered unwanted or without consent if no clear consent is freely given or if it is inflicted upon a person who is unconscious or otherwise without the physical or mental capacity to consent. If sexual contact is inflicted on someone who is intoxicated or impaired in the exercise of their judgment by alcohol or drugs, it may be considered without consent.

Victims of rape, acquaintance rape or other sex offenses are encouraged to first get medical attention from the nearest hospital for both medical care and preservation of evidence. Incidents should also be reported to the appropriate police agency.

The following are contact number of departments or persons who can provide assistance if you are a victim of sexual assault, such as rape. We encourage everyone to report sexual offenses immediately.

To file a criminal complaint or to report problems related to sexual assault contact:

Astoria Police Department – 503-325-4411

Clatsop County Sheriff – 503-325-2061

Seaside Police Department – 503-738-6311

Victims are also encouraged to contact and inform the appropriate campus authorities who will assist the victim in notifying authorities, if requested:

Dean of Student and Enrollment Management – 503-338-2326

Director of Human Resources/Affirmative Action Officer – 503-338-2450

Sexual assault programs are offered through the Clatsop County Women's Resource Center that provides educational information, community education and crisis services involving sexual assault.

Confidential short-term counseling services are available for students from Student Services/Counseling Services. Staff or faculty may obtain short-term counseling provided through the Employee Assistance Program (EAP). Clatsop County Women's Resource Center provides comprehensive assistance through its 24-hour crisis line (503-325-5735), peer counseling and crisis response. Women's Resource Center services also include medical and legal advocacy. If victims of alleged sexual offenses desire to change their academic situation subsequent to alleged sexual incidents, assistance will be provided to the extent that other options are reasonably available.

To receive confidential counseling or referrals to outside counseling agencies and specialists:

Student Services/Counseling Services – 503-338-2378

Human Resources/Affirmative Action Officer – 503-338-2450

Students and staff who violate these regulations are subject to disciplinary action up to, and including, termination or expulsion. The College has published a student discipline and complaint procedure, available in the Student Services Office and online (<http://www.clatsopcc.edu/student-resources/student-complaint-resolution-procedures>) that outlines the process for filing complaints and disciplinary action that will be taken.

The College also has a policy outlining the same procedures for employees that is available in the Human Resources office.

## **SEXUAL HARASSMENT**

To report sexual harassment in the classroom or the work place or to file a complaint, contact the Director of Human Resources/Affirmative Action Officer at 503-338-2450.

## **CRIME PREVENTION-SECURITY INFORMATION**

Campus Security Act information is provided on the CCC website (<http://www.clatsopcc.edu/about-ccc/student-consumer-information/safety-report>) in order to provide all students with information they need to be safe students. The address for the web site is printed in the Student Guide to CCC which is distributed at the time of registration.

**Timely Notification:** Notices regarding major crimes or safety and security concerns will be sent out as a news bulletin on the college's e-mail system or posted at entrances to buildings. Additional information may also be included in the student newsletter, "The Bandit."

**Building Security:** The maintenance staff routinely checks facilities and locks/unlocks doors at predetermined times. Some faculty and staff are authorized keys to allow after-hours access to campus facilities.

**Crime Prevention Education:** Crime prevention information is included in the New Student Handbook (Campus Safety/Security) that is given to all new students at the time of New Student Orientation, is available throughout the year from Student Services, and is available on the College web site.

(<https://www.clatsopcc.edu/student-resources/student-issues-and-handbook>) Additional information is sent throughout the year through the student newspaper and the college's e-mail system.

**Facilities Maintenance:** Maintenance staff is responsible for keeping the facilities, parking lots, walkways and grounds safe and well lit. All issues associated with safety and security of the buildings and grounds are sent to maintenance so that they may be addressed in a timely manner. Concerns about building and grounds safety should be directed to the Director of Facilities (503-338-2489) or Vice President, Finance & Operations (503-338-2421).

**Safe Escorts:** The Physical Plant department is available to provide safe escorts to staff and students. To request a safe escort call 9-503-791-3320, from any campus phone.

## **EMERGENCY RESPONSE AND EVACUATION PROCEDURES**

The College is committed to providing a safe and secure environment for its students and staff. In the case of an emergency or necessary evacuation, the Vice President, Finance & Operations will have the authority to declare a state of emergency, but in all cases, city, county, and state emergency response personnel will have ultimate authority. If required, the Vice President, Finance & Operations will contact members of the Emergency Response Team (ERT) to assist with identifying the emergency and its impact, deciding the necessary level of response, exercising control over emergency operations, authorizing the evacuation and/or closing of College facilities, and coordinating the release of all official information to the campus and the public. Notification may be through e-mail, sirens and strobes, or postings on campus entries and exits.

The College typically schedules two evacuation drills during the year – one announced drill in the fall term and one unannounced drill during the spring term. The results of these drills will be sent to the campus community.

**Clatsop Community College is an affirmative action, equal opportunity institution.**

**Non-Discrimination**

It is the policy of Clatsop Community College that there will be no discrimination or harassment on the grounds of race, color, gender, marital status, religion, national origin, age, sexual orientation, gender identity or expression or disability in any educational programs, activities, or employment. Questions or complaints should be directed to Leslie Lipe, Affirmative Action/Gender Equity (Title IX) Officer in Towler Hall, Suite 110, 503-338-2450; TDD 503-338-2468. The Title II/Section 504 Coordinator, Christine Riehl, is located in Columbia Hall Room 304, 503-338-2474.

**Declaración de no-discriminación**

Es la política de Clatsop Community College que no habrá ningún tipo de discriminación o acoso por razón de raza, color, género, estado civil, religión, origen nacional, edad, orientación sexual, identidad de género o expresión discapacidad en los programas educativos, actividades o en la contratación. Preguntas o quejas deben ser dirigidas al Leslie Lipe, Oficial de Acción Afirmativa / Título IX localizado en la Towler Hall número 110, número de teléfono 503-338-2450, TDD (discapacidad auditiva) 503-338-2468. El Coordinador de la Titulo II/Sección 504, Christine Riehl, se encuentra en Columbia Hall numero 304, número de teléfono 503-338-2474. Para ADA y otras peticiones de servicios llame al 503-338-2474 o para TDD (discapacidad auditiva) 503-338-2468.