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California Baptist University
Department of Public Safety

**Jeanne Clery Disclosure
of Campus Security Policy
and Campus Statistics Act
California Baptist University
Report for 2008**

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Prepared by : Department of Public Safety
Revised : September, 2008
Edition : 15

Jeanne Clery Disclosure of Campus Security Policy and Campus Statistics Act California Baptist University – Report for 2008

Clery Act Overview

The “Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act of 1998,” commonly referred to as the “Clery Act,” requires institutions of higher education receiving federal financial aid to report certain crime statistics on college campuses and to provide other safety and crime information to members of the campus community. California Baptist University provides this report annually to comply with the letter and spirit of the Clery Act.

Background

The current Clery Act is the latest version of law initially passed by Congress in 1990 as part of the Higher Education Act, “The Student Right-to-Know and Campus Security Act of 1990.” Amendments to the law in 1998, renamed “The Student Right-to-Know and Campus Security Act” as the “Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act.” Additionally, the amendments expanded campus responsibilities for recording crime statistics, increased the sources from which colleges must collect statistics, and revised reporting methods and deadlines. Department of Education regulations implementing these amendments, defined and clarified reporting obligations for various geographic locations, responsibilities of counselors, added new categories of crimes to be reported and new policies to be disclosed, and require institutions to maintain a publicly available crime log.

California Baptist University reserves the right to update or revise the contents of the “Emergency Response & Safety and Annual Security Report” at any time.

Clery Act Requirements

The Clery Act includes the following substantive requirements:

1. **Compilations and Disclosure of Campus Crime Statistics**
The act requires each institution to disclose annual crime statistics and specific disciplinary actions for the current and two (2) previous calendar years, presenting them according to specific categories including “on-campus, on-campus residential halls, non-campus buildings or property, and public property adjacent to the school.”
2. **Disclosure of Campus Safety Policies**
Each institution must describe campus policies for reporting criminal activity or other emergencies; policies for the maintenance and access to the campus; the authority and responsibilities of the law enforcement/public safety agency including crime reporting; type and frequency of public safety and crime prevention programs; statement of policy concerning the monitoring and recording through local police agencies of off-campus criminal activity by students; statement of alcohol and drug policies including education programs; statement of policy concerning campus programs to prevent sexual assaults and procedures to be followed when an assault occurs; and a statement advising the campus community where law enforcement agency information concerning registered sex offenders may be obtained.
3. **Timely Warning Requirements**
The university must report to the campus community crimes representing a threat to students and/or employees “in a manner that is timely and will aid in the prevention of similar crimes.”

4. Disclosure of Crime Log Information

The school must maintain, and make available for inspection by the public during normal business hours, a crime log for the most recent sixty (60) day period. Crime logs more than sixty (60) days old must be available for public inspection upon two (2) days notice, and must be retained for seven (7) years.

Annual Crime Statistics and Incidents Report

California Baptist University includes the main campus, located at 8432 Magnolia Avenue in the City of Riverside, and four (4) satellite campuses: San Bernardino campus at 225 W. Hospitality Lane, San Bernardino; Hesperia campus at 9280 Maple Avenue, Hesperia; Beaumont campus at 10420 Beaumont Avenue, Cherry Valley; and the Chino campus at 13201 Central Avenue, Chino.

Crime statistics and incidents are reported for each of the campuses with the exception of the Chino campus. This location opened in September 2007 and had no crimes or incidents reported for the remainder of that calendar year. Under Clery reporting guidelines, this campus is not eligible for inclusion in the 2007 report. Likewise, the Beaumont campus opened during 2005 and so no data is reported for that year.

With the exception of the main campus, none of the others have any residential facilities for students. No data, therefore, is reported in the "on-campus residence halls" for those sites.

California Baptist University provides this information to all current students, faculty, and staff members, and upon request to applicants for employment, enrollment (or parents), and the Secretary of the U.S. Department of Education. California Baptist University reserves the right to update or revise the contents of the report at any time.

To view the statistics provided to the U.S. Department of Education or compare with other colleges/universities, please visit the U.S. Department of Education, Office of Postsecondary Education (OPE), OPE Campus Security Statistics Website.

The following definitions may be helpful in understanding the categories below:

Campus – Any building or property owned or controlled by an institution within the same reasonably contiguous geographical area and used by the institution in direct support of, or in a manner related to the institution's educational purposes. These buildings include residential halls, any building or property that is owned by the institution but controlled by another person, those frequently used by students and those that support institutional purposes such as a food or retail vendor.

On-Campus Residence Halls – dormitories or other residential facilities on campus.

Public Property – Public Property is the off campus area surrounding and contiguous to the campus including streets and the public sidewalk on the opposite side of such streets from University property.

Definitions of terminology for the "Criminal Offense" categories are those required by the Clery Act/rules and are taken from the Federal Bureau of Investigation's (FBI) Universal Crime Reporting (UCR) system. Those definitions may be found in Appendix "A" of this report.

CRIMINAL OFFENSES

Main Campus – 8432 Magnolia Avenue, Riverside 92504

	On-Campus			On-Campus Residence Halls			Public Property		
	2005	2006	2007	2005	2006	2007	2005	2006	2007
Criminal Offenses	0	0	0	0	0	0	0	0	0
Murder/Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0
Forcible Sex Offenses	0	0	0	0	0	0	0	0	0
Non-forcible Sex Offenses	0	0	0	0	0	0	0	0	0
Robbery	0	0	2	0	0	1	0	1	0
Aggravated Assault	0	3	0	0	3	0	0	0	0
Burglary	18	18	5	9	6	4	0	0	0
Motor Vehicle Theft	6	10	5	5	10	1	0	2	0
Arson	0	0	0	0	0	0	0	0	0

San Bernardino Campus – 225 W. Hospitality Lane, San Bernardino 92408

	On-Campus			On-Campus Residence Halls			Public Property		
	2005	2006	2007	2005	2006	2007	2005	2006	2007
Criminal Offenses	0	0	0	N/A	N/A	N/A	0	0	0
Murder/Non-Negligent Manslaughter	0	0	0	N/A	N/A	N/A	0	0	0
Negligent Manslaughter	0	0	0	N/A	N/A	N/A	0	0	0
Forcible Sex Offenses	0	0	0	N/A	N/A	N/A	0	0	0
Non-forcible Sex Offenses	0	0	0	N/A	N/A	N/A	0	0	0
Robbery	0	0	0	N/A	N/A	N/A	0	0	0
Aggravated Assault	0	0	0	N/A	N/A	N/A	0	0	0
Burglary	0	0	0	N/A	N/A	N/A	0	0	0
Motor Vehicle Theft	0	0	0	N/A	N/A	N/A	0	0	0
Arson	0	0	0	N/A	N/A	N/A	0	0	0

Hesperia Campus – 9280 Maple Avenue, Hesperia 92345

	On-Campus			On-Campus Residence Halls			Public Property		
	2005	2006	2007	2005	2006	2007	2005	2006	2007
Criminal Offenses	0	0	0	N/A	N/A	N/A	0	0	0
Murder/Non-Negligent Manslaughter	0	0	0	N/A	N/A	N/A	0	0	0
Negligent Manslaughter	0	0	0	N/A	N/A	N/A	0	0	0
Forcible Sex Offenses	0	0	0	N/A	N/A	N/A	0	0	0
Non-forcible Sex Offenses	0	0	0	N/A	N/A	N/A	0	0	0
Robbery	0	0	0	N/A	N/A	N/A	0	0	0
Aggravated Assault	0	0	0	N/A	N/A	N/A	0	0	0
Burglary	0	0	0	N/A	N/A	N/A	0	0	0
Motor Vehicle Theft	0	0	0	N/A	N/A	N/A	0	0	0
Arson	0	0	0	N/A	N/A	N/A	0	0	0

Beaumont Campus – 10420 Beaumont Avenue, Cherry Valley 92223

	On-Campus			On-Campus Residence Halls			Public Property		
	2005	2006	2007	2005	2006	2007	2005	2006	2007
Criminal Offenses	N/A	0	0	N/A	N/A	N/A	N/A	0	0
Murder/Non-Negligent Manslaughter	N/A	0	0	N/A	N/A	N/A	N/A	0	0
Negligent Manslaughter	N/A	0	0	N/A	N/A	N/A	N/A	0	0
Forcible Sex Offenses	N/A	0	0	N/A	N/A	N/A	N/A	0	0
Non-forcible Sex Offenses	N/A	0	0	N/A	N/A	N/A	N/A	0	0
Robbery	N/A	0	0	N/A	N/A	N/A	N/A	0	0
Aggravated Assault	N/A	0	0	N/A	N/A	N/A	N/A	0	0
Burglary	N/A	0	0	N/A	N/A	N/A	N/A	0	0
Motor Vehicle Theft	N/A	0	0	N/A	N/A	N/A	N/A	0	0
Arson	N/A	0	0	N/A	N/A	N/A	N/A	0	0

ARRESTS

Main Campus – 8432 Magnolia Avenue, Riverside 92504

	On-Campus			On-Campus Residence Halls			Public Property		
	2005	2006	2007	2005	2006	2007	2005	2006	2007
Criminal Offenses									
Illegal Weapons Possession	0	0	0	0	0	0	0	0	0
Drug Law Violations	0	0	1	0	0	0	0	0	0
Liquor Law Violations	0	0	0	0	0	0	0	0	0

San Bernardino Campus – 225 W. Hospitality Lane, San Bernardino 92408

	On-Campus			On-Campus Residence Halls			Public Property		
	2005	2006	2007	2005	2006	2007	2005	2006	2007
Criminal Offenses									
Illegal Weapons Possession	0	0	0	N/A	N/A	N/A	0	0	0
Drug Law Violations	0	0	0	N/A	N/A	N/A	0	0	0
Liquor Law Violations	0	0	0	N/A	N/A	N/A	0	0	0

Hesperia Campus – 9280 Maple Avenue, Hesperia 92345

	On-Campus			On-Campus Residence Halls			Public Property		
	2005	2006	2007	2005	2006	2007	2005	2006	2007
Criminal Offenses									
Illegal Weapons Possession	0	0	0	N/A	N/A	N/A	0	0	0
Drug Law Violations	0	0	0	N/A	N/A	N/A	0	0	0
Liquor Law Violations	0	0	0	N/A	N/A	N/A	0	0	0

Beaumont Campus – 10420 Beaumont Avenue, Cherry Valley 92223

	On-Campus			On-Campus Residence Halls			Public Property		
	2005	2006	2007	2005	2006	2007	2005	2006	2007
Criminal Offenses									
Illegal Weapons Possession	N/A	0	0	N/A	N/A	N/A	N/A	0	0
Drug Law Violations	N/A	0	0	N/A	N/A	N/A	N/A	0	0
Liquor Law Violations	N/A	0	0	N/A	N/A	N/A	N/A	0	0

DISCIPLINARY ACTIONS

Main Campus – 8432 Magnolia Avenue, Riverside 92504

	On-Campus			On-Campus Residence Halls			Public Property		
	2005	2006	2007	2005	2006	2007	2005	2006	2007
Criminal Offenses									
Illegal Weapons Possession	0	0	0	0	0	0	0	0	0
Drug Law Violations	0	0	2	0	0	2	0	0	0
Liquor Law Violations	0	0	16	0	0	16	0	0	0

San Bernardino Campus – 225 W. Hospitality Lane, San Bernardino 92408

	On-Campus			On-Campus Residence Halls			Public Property		
	2005	2006	2007	2005	2006	2007	2005	2006	2007
Criminal Offenses									
Illegal Weapons Possession	0	0	0	N/A	N/A	N/A	0	0	0
Drug Law Violations	0	0	0	N/A	N/A	N/A	0	0	0
Liquor Law Violations	0	0	0	N/A	N/A	N/A	0	0	0

Hesperia Campus – 9280 Maple Avenue, Hesperia 92345

	On-Campus			On-Campus Residence Halls			Public Property		
	2005	2006	2007	2005	2006	2007	2005	2006	2007
Criminal Offenses									
Illegal Weapons Possession	0	0	0	N/A	N/A	N/A	0	0	0
Drug Law Violations	0	0	0	N/A	N/A	N/A	0	0	0
Liquor Law Violations	0	0	0	N/A	N/A	N/A	0	0	0

Beaumont Campus – 10420 Beaumont Avenue, Cherry Valley 92223

	On-Campus			On-Campus Residence Halls			Public Property		
	2005	2006	2007	2005	2006	2007	2005	2006	2007
Criminal Offenses									
Illegal Weapons Possession	N/A	0	0	N/A	N/A	N/A	N/A	0	0
Drug Law Violations	N/A	0	0	N/A	N/A	N/A	N/A	0	0
Liquor Law Violations	N/A	0	0	N/A	N/A	N/A	N/A	0	0

HATE CRIMES

Main Campus – 8432 Magnolia Avenue, Riverside 92504

	On-Campus			On-Campus Residence Halls			Public Property		
	2005	2006	2007	2005	2006	2007	2005	2006	2007
Criminal Offenses	0	0	0	0	0	0	0	0	0
Murder/Non-Negligent Manslaughter	0	0	0	0	0	0	0	0	0
Negligent Manslaughter	0	0	0	0	0	0	0	0	0
Forcible Sex Offenses	0	0	0	0	0	0	0	0	0
Non-forcible Sex Offenses	0	0	0	0	0	0	0	0	0
Robbery	0	0	0	0	0	0	0	0	0
Aggravated Assault	0	0	0	0	0	0	0	0	0
Burglary	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft	0	0	0	0	0	0	0	0	0
Arson	0	0	0	0	0	0	0	0	0
Any other crime involving bodily injury	0	0	0	0	0	0	0	0	0

San Bernardino Campus – 225 W. Hospitality Lane, San Bernardino 92408

	On-Campus			On-Campus Residence Halls			Public Property		
	2005	2006	2007	2005	2006	2007	2005	2006	2007
Criminal Offenses	0	0	0	N/A	N/A	N/A	0	0	0
Murder/Non-Negligent Manslaughter	0	0	0	N/A	N/A	N/A	0	0	0
Negligent Manslaughter	0	0	0	N/A	N/A	N/A	0	0	0
Forcible Sex Offenses	0	0	0	N/A	N/A	N/A	0	0	0
Non-forcible Sex Offenses	0	0	0	N/A	N/A	N/A	0	0	0
Robbery	0	0	0	N/A	N/A	N/A	0	0	0
Aggravated Assault	0	0	0	N/A	N/A	N/A	0	0	0
Burglary	0	0	0	N/A	N/A	N/A	0	0	0
Motor Vehicle Theft	0	0	0	N/A	N/A	N/A	0	0	0
Arson	0	0	0	N/A	N/A	N/A	0	0	0
Any other crime involving bodily injury	0	0	0	N/A	N/A	N/A	0	0	0

Hesperia Campus – 9280 Maple Avenue, Hesperia 92345

	On-Campus			On-Campus Residence Halls			Public Property		
	2005	2006	2007	2005	2006	2007	2005	2006	2007
Criminal Offenses	0	0	0	N/A	N/A	N/A	0	0	0
Murder/Non-Negligent Manslaughter	0	0	0	N/A	N/A	N/A	0	0	0
Negligent Manslaughter	0	0	0	N/A	N/A	N/A	0	0	0
Forcible Sex Offenses	0	0	0	N/A	N/A	N/A	0	0	0
Non-forcible Sex Offenses	0	0	0	N/A	N/A	N/A	0	0	0
Robbery	0	0	0	N/A	N/A	N/A	0	0	0
Aggravated Assault	0	0	0	N/A	N/A	N/A	0	0	0
Burglary	0	0	0	N/A	N/A	N/A	0	0	0
Motor Vehicle Theft	0	0	0	N/A	N/A	N/A	0	0	0
Arson	0	0	0	N/A	N/A	N/A	0	0	0
Any other crime involving bodily injury	0	0	0	N/A	N/A	N/A	0	0	0

Beaumont Campus – 10420 Beaumont Avenue, Cherry Valley 92223

	On-Campus			On-Campus Residence Halls			Public Property		
	2005	2006	2007	2005	2006	2007	2005	2006	2007
Criminal Offenses	N/A	0	0	N/A	N/A	N/A	N/A	0	0
Murder/Non-Negligent Manslaughter	N/A	0	0	N/A	N/A	N/A	N/A	0	0
Negligent Manslaughter	N/A	0	0	N/A	N/A	N/A	N/A	0	0
Forcible Sex Offenses	N/A	0	0	N/A	N/A	N/A	N/A	0	0
Non-forcible Sex Offenses	N/A	0	0	N/A	N/A	N/A	N/A	0	0
Robbery	N/A	0	0	N/A	N/A	N/A	N/A	0	0
Aggravated Assault	N/A	0	0	N/A	N/A	N/A	N/A	0	0
Burglary	N/A	0	0	N/A	N/A	N/A	N/A	0	0
Motor Vehicle Theft	N/A	0	0	N/A	N/A	N/A	N/A	0	0
Arson	N/A	0	0	N/A	N/A	N/A	N/A	0	0
Any other crime involving bodily injury	N/A	0	0	N/A	N/A	N/A	N/A	0	0

Disclosure of Campus Safety Policies

Department of Public Safety

It is the goal of the California Baptist University Board of Trustees to protect, to the extent possible, members of the University community and the property of California Baptist University. Under the general direction of the President, Vice President for Enrollment and Student Services, and the Dean of Students, the administrative office responsible for campus security is the Department of Public Safety (DPS).

Public Safety officers employed by the University are non-sworn personnel and derive their enforcement powers under Section 837 of the California Penal Code. DPS consists of a full-time staff including a director, assistant director, and officers, augmented by a cadre of part-time student workers who perform less critical tasks.

The Department enforces all regulations, traffic and parking control rules of the University, and works closely with municipal, county and state officers to assist them in incidents that may occur on or involve the campus. Public Safety personnel conduct patrols of the campus, residence halls, and other housing units on foot and in vehicles, and are available twenty-four (24) hours per day, year round, by radio phone, call boxes, campus phones and a centrally located campus office.

Generally, the Department's jurisdiction extends only to campus boundaries, including those of extension campuses, and off campus University events. The Student Handbook authorizes additional areas and conditions for extended authority for violations of University rules and regulations.

Criminal offenses occurring on campus are reported or referred for reporting to the Riverside Police Department (RPD) by DPS or other University staff. The RPD may involve DPS staff in these investigations as they deem appropriate. Criminal offenses are prosecuted in the Superior Court of California, County of Riverside, located at 4075 Main Street, Riverside. The responsibility for investigation of crimes that occur outside the boundaries of the University's extension campuses is that of the applicable law enforcement agency.

Reporting Criminal Actions and Emergencies

All members of the University community are encouraged to report suspicious circumstances or persons, unusual incidents, and any criminal activity by calling the Riverside Police Department and/or Department of Public Safety as follows:

Emergencies:

Cellular or public telephone: dial 911
University-owned telephone: dial 9-911

Non-Emergencies:

Cellular or public telephone: dial 951-787-7911
University-owned telephone: dial 9-787-7911

Department of Public Safety

Cellular or public telephone: dial 951-343-4311
University-owned telephone: dial extension 4311

Emergency Call Boxes

Emergency call boxes (blue phones) are placed at strategic locations throughout the campus to provide an additional resource for use in contacting DPS. To activate the box, press the button and tell the answering Public Safety employee what you have seen. If you are unable to speak, simply press the button and DPS will send assistance.

Confidential Reporting of Crimes

Victims or witnesses may report crimes on a confidential basis for inclusion in the annual disclosure of crime statistics by delivering a written statement to the California Baptist University Department of Public Safety or by telephoning the DPS at the above extension. The University encourages counselors to inform clients of their opportunity to provide confidential statements for inclusion in the Annual Disclosure of Crime Statistics using the same process.

Programs to Inform About Crime Prevention

An essential ingredient of any successful crime prevention program is an informed public. It is the intent of California Baptist University to inform students, faculty and staff in a timely manner of occurrences of crimes required to be disclosed in the Annual Security Report, and other known criminal activity or security problems that may reasonably pose a foreseeable safety threat. The Department of Public Safety periodically provides and/or collaborates in presentations on topics such as personal safety, vehicle and residential security, office and equipment security, and rape prevention.

At the beginning of every year, each student is issued a Student Handbook describing rules of conduct on University property. This publication includes information on safety, decorum and methods of reporting unusual incidents or violations to the proper authority.

At the beginning of every year, new students participate in orientation briefings. A part of these events is dedicated to creating a safe environment through awareness and proper reporting of unusual incidents or violations to the proper authority. This includes tips on student awareness of surroundings, how and where to secure personal belongings, and what to do if their safety is threatened.

At the beginning of every year, residential students attend meetings within their residential community. During these meetings, students are instructed on housing rules, methods of creating and maintaining a safe environment within their housing areas and the campus, and proper reporting of unusual incidents or violations to the proper authority. These meetings include tips on student awareness, how and where to secure personal belongings, and what to do if their safety is threatened.

The Director of Residence Life participates in safety meetings and disseminates applicable information throughout the student housing community through staff, resident meetings, and bulletins.

Periodic notices are provided to inform and alert the community of known occurrences of serious and/or recurring crimes along with precautionary measures that may be taken to avoid new occurrences.

The University maintains an "Emergency Operations Plan" and conducts appropriate drills to enhance community awareness of what to do in the event of an emergency.

The University provides an after-hours escort program. Any student, faculty or staff member, or visitor, may telephone the Department of Public Safety and request an escort to their vehicle or on-campus residence. A Public Safety employee will be sent to provide escort services.

On October 1 of each calendar year, this "Jeanne Clery Disclosure of Campus Security Policy and Campus Statistics Act" is published and distributed to ensure University community awareness of information relevant to safety on campus. Safety tips are distributed as a part of that report, attached as Appendix "B."

Security of, and Access to, Campus Facilities and Residences

Facilities and landscaping are maintained in a manner that minimizes hazardous conditions. DPS employees regularly patrol the campus and report malfunctioning lights and other unsafe physical conditions to the Facilities and Planning Department for correction. Other members of the University community are helpful when they report equipment problems to Public Safety or Facilities.

Access to the University Campus

The public portion of all University facilities is accessible at designated entrance points. Generally, gated entries are open during specific hours; after hours, all gates, except the main gate to the main campus are closed. This entry point is continuously available for access, except in cases of emergency.

Access to Academic, Recreational, and Administrative Facilities

Staff, faculty and students at California Baptist University are permitted access during applicable hours to academic, administrative, and recreational facilities on campus. Certain offices, labs and other areas are protected by intrusion alarms and closed circuit monitoring cameras. Department of Public Safety employees may be contacted to provide appropriate access.

Access to Residence Halls

Residence halls are locked twenty-four (24) hours per day and are accessible only to resident key/code/access card holders, permitted guests in accordance with the University's visitor policy, and University employees upon a resident request or as-required basis for maintenance, safety or rule violation. Entrance doors to secured areas shall not be propped open, except with University authorization. Lost keys/access cards or compromised codes require re-keying or new codes being issued by the University's Facilities and Planning Department.

Access to Apartments and Individual Housing Units

Apartments and individual housing units are accessible only to resident key/code/access card holders, permitted guests in accordance with the University's visitor policy, and University employees upon a resident request or as-required basis for maintenance, safety or rule violation. Lost keys/access cards or compromised codes require re-keying or new codes being issued by the Facilities and Planning Department.

Access to Residence Halls, Apartments and Individual Housing Units for Inspection/Search

The University does not have a policy or procedure of randomly inspecting or searching housing units. The University may inspect units any time there exists evidence or reasonable suspicion of a health, safety, or maintenance hazard, security issue, criminal activity, or rule/policy violation inside or by occupants thereof. Authorization to inspect or search, for other than routine maintenance issues, is obtained from the Dean of Students prior to the entry. A DPS officer will complete an Incident Report promptly and forward same to the Dean upon completion of the activity.

Access to Residence When Locked Out

A resident who is inadvertently locked out of his/her residence hall, apartment or individual housing unit may call the responsible Resident Assistant for assistance. Access will only be provided to the resident's assigned living area. Proof of residence at the location will be required and a service fee may be charged pursuant to the Residence Key Policy.

Access to Vehicle

Generally, owner access to their vehicle(s) is not restricted. If the owner or legal possessor is locked out of their vehicle, Public Safety may be contacted to assist in notifying a lockout service.

Access by the Public to Cultural or Recreational Events

Members of the public are permitted access to on-campus cultural or recreational events but are restricted to the facilities in which the event is staged and any supporting facilities such as public restrooms, parking lots, sidewalks and "event gathering" areas.

Access to Facilities (Visitors)

Students who invite others onto campus are responsible for conveying applicable University regulations to their visitor and must accept responsibility for the guest's conduct throughout the visit. Students wishing to have a visitor stay overnight must conform that visit to the University's visitor policy. Guest rooms for visitors may be available on campus and can be reserved through the University's Department of Conference and Events.

Access to Campus Facilities (Faculty and Staff)

Keys, access codes and access cards are regulated by the University Key Policy and provided only to employees on a "need-to-enter" basis, and as approved by their supervisor. Facility keys and codes are not issued to students, other than those employed by the University. Lending of keys, access codes and access cards to unauthorized persons is prohibited.

Trespassing Forbidden

The campus is private property and persons without lawful business on the campus will be asked to leave. Those who do not comply will be arrested for trespassing. Uncooperative visitors, employees, or students who refuse to identify themselves as requested by University personnel are trespassing and may be arrested.

Rules of Conduct

Every student, at enrollment, is issued a Student Handbook containing the University's rules of conduct. Student violations of University rules and regulations that are not categorized as criminal activity are referred to the Judicial process in accordance with the Student Handbook. Any violation of federal, state, county, or municipal law is deemed to be a violation of the rules of conduct set forth in the Student Handbook. Students violating such laws are subject to judicial action by the University.

Alcoholic Beverages

The on-campus manufacture, distribution, dispensing, possession, sale, or use of alcoholic beverages in any form is a violation of the policies of California Baptist University and will be referred for judicial proceedings.

Illegal Drugs

The manufacture, distribution, dispensing, possession, sale or use of controlled substances identified in Federal or State law or regulations is a violation of the policies of California Baptist University and will be referred for judicial proceedings. Such violations will also be referred to the appropriate law enforcement agency.

Drug or Alcohol Abuse Programs

The University provides referrals to alcohol and drug assistance programs for requesting students, faculty or staff members. Additional opportunities for assistance are often available through employer provided and/or private medical insurance programs.

Sexual Assault Information

Many reasons prevent victims from reporting crimes of sexual assault to law enforcement or campus officials, however, the three most common reasons are:

- Not sure of the definition of sexual assault and rape.
- Unaware of resources available on and off campus.
- Unaware of a victim's basic rights.

You need to know:

Both men and women can be victims of sexual assault. Regardless of age, race, income level, or education, the experience for the victim is always a violation of their person. It is not uncommon for a sexual assault victim to have feelings of guilt, fear, betrayal, shame, anger, confusion, or thoughts of suicide. These are all normal reactions to a violent crime.

If you, or someone you know, experienced a recent or past incident of sexual assault, you can expect confidentiality, and support from various University and community based counseling programs. You have the right to be treated with respect, taken seriously, and your choice of action respected. We encourage you, or your friend, to contact the Department of Public Safety for information, advisement, and referral.

Sexual assault is a general term used to describe many forms of sexual offenses. Any unwanted sexual contact or sexual attention committed by force, fear, duress, menace, trick, or violence is a sexual assault. It includes rape, attempted rape, spousal rape, oral copulation, sodomy, sexual battery, and insertion of a foreign object.

Rape is defined as non-consensual sexual intercourse accomplished through force or threat of force or when a person is unable to consent due to mental disorder, disability, drugs, or alcohol. Rape is not an intimate relationship. Rape is a crime of violence, anger, and power. It is a crime that controls, humiliates, and hurts the victim. A rapist can be anyone: acquaintance, boyfriend, ex-partner, classmate, family member, or co-worker. Any unwanted sexual act that is committed or attempted against a person's will is against the law and University policy. Sexual assault of any type is never the victim's fault.

Seeking medical treatment is important. Regardless of whether you choose to report the assault, your well-being is the first priority. A medical examination will treat physical problems, and may diminish fears about injury, sexually transmitted diseases, or possible pregnancy. If you decide to report the assault to police, a medical examination must take place within seventy-two (72) hours of the assault (depending upon circumstances) to document and collect physical evidence. You will be instructed to not destroy evidence by bathing, douching, changing clothes, or cleaning up in any way. The State of California will pay for any medical testing that is necessary for evidence collection.

Your Options

If you believe you have been sexually assaulted, you have options:

- Report to the police and file charges.
- Report to the police and not file charges.
- File a civil suit.
- Obtain a restraining order.
- Request judicial options, which may include alternative housing arrangements and interim suspension.
- Seek counseling and/or medical attention.

You have the right to report, or not report, the crime that was committed against you. Victims who report their crime often feel emotionally stronger by taking action to help law enforcement investigate and prosecute such attacks, and campus officials in University judicial proceedings. Reporting the crime may prevent another attack. The decision to tell someone about the crime may be difficult, but the decision is yours.

Contact the Department of Public Safety or the Riverside Police Department for immediate protection and assistance. The police department will send an officer in uniform to take your report and assist in getting the other services you need.

If you decide to file a formal complaint with the University, you may notify the Dean of Students in person, by e-mail, telephone or in writing. In your communication with the Dean, identify all parties involved including any witnesses. You will be contacted to further investigate your complaint.

Note: While safeguarding your right to confidentiality, if you choose to disclose the name of the perpetrator of a sexual assault to any University employee, other than a medical or counseling professional, or clergy person acting in that capacity, that employee is obligated to notify the Dean of Students. If information exists that pose a credible threat to the campus community, a warning notice will be released immediately through the Department of Public Safety.

Victim's Rights

If you are sexually assaulted, you have basic rights and considerations as a crime victim including, but not limited to:

- Being treated with respect and dignity, regardless of gender, race, income level, physical abilities, cognitive abilities, or sexual, medical, or mental health history
- Timely access to emergency and crisis counseling services
- Being accompanied by an advocate while receiving victim services
- Have any allegations of sexual assault taken seriously
- Be free from any suggestion that you are responsible for the assault
- Be free from any pressure from campus personnel to report sexual assault if you do not wish to do so
- Have a family member, friend, or advocate present during campus judicial proceedings
- Be informed of the outcome of the judicial proceedings involving a sexual assault
- Be informed of the options in changing academic and living situations
- Be informed of the legal rights, resources, and restitution requirements of the California Victims of Crime Program
- Be informed of safety planning and protection services
- Be informed of appropriate follow-up treatment, medical testing and counseling

On-Campus Resources

California Baptist University makes counseling services available to victims through the Counseling Center. Additional information regarding the Counseling Center is available by telephone (951-689.1120) or through "Inside CBU" on the CBU website, calbaptist.edu.

- Individual counseling.
- Sexual Abuse Survivors Support Group (not crisis counseling).

Off-Campus Resources

The following comprises only a partial listing of potentially available off-campus resources and is not an endorsement of their services:

- Riverside Police Department
Emergency: 911
Other calls: 951-787-7911
RPD Website
- Alternatives to Domestic Violence – 24 hour crisis line: 951-683-0829 or 800-339-7233
- Riverside County Services – see listed services in telephone directory or their website
- National Teen Dating Abuse Helpline – 866-331-9474; TTY – 866-331-8453
- Crisis Hotline – 800-843-5200
- Domestic Violence Hotline – 800-799-7233
- Riverside Rape Crisis Center – 951-686-7273

Location of Registered Sex Offender Information

The State of California requires that sex offenders register with the police or sheriff's department in the jurisdiction in which they reside. The State makes this information available to law enforcement agencies. In Riverside, this information is available to the public at the Riverside Police Department at 4102 Orange Street, Riverside, or directly via the internet at the Megan's Law website.

Timely Warnings and Crime Alerts

Generally, warnings of criminal activity involving homicide, sex offenses, robbery, aggravated assault, and arson will be distributed by posting on campus bulletin boards and/or electronic notification when there is credible evidence of a threat to the campus community. Electronic notifications may be issued by e-mail, "Event Link," or other suitable equipment as the situation warrants.

Crime Logs

The Public Safety Office maintains a daily activity and crime log that contains specific information relevant to the California Baptist University campus community. Logs for the prior sixty (60) days may be inspected any time during normal business hours by appointment with the Director or his designee. Logs more than sixty (60) days old are also available for inspection during normal business hours by appointment, but require forty-eight (48) hours notice, not including weekends and holidays observed by the University. All logs are maintained for seven (7) years.

Appendix A – Definition of Terms

The Uniform Crime Reporting (UCR) system, developed by the Federal Bureau of Investigation (FBI) utilizes the following definitions in preparation of documentation and statistics relating the reporting of crime by all municipal, county, state, federal and other law enforcement agencies. Those same definitions are used throughout the “Jeanne Clery Disclosure of Campus Security Policy and Campus Statistics Act” report.

- **Criminal Homicide-Murder and Non negligent Manslaughter** – The willful (Non negligent) killing of one human being by another.
- **Criminal Homicide-Manslaughter by Negligence** – The killing of another person through gross negligence
- **Sex Offenses-Forcible** – 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.

A. Forcible Rape – The carnal knowledge of a 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 because of his/her temporary or permanent mental or physical incapacity (or because of his/her youth).

B. Forcible Sodomy – Oral or anal sexual intercourse with another person, forcibly and/or against that person's will; or not forcibly against the persons will where the victim is incapable of giving consent because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.

C. Sexual Assault With An Object – The use of an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of 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 because of his/her youth or because of his/her temporary or permanent mental or physical incapacity.

D. Forcible Fondling – The touching of the private body parts of another person for the purpose of sexual gratification, 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 because of his/her youth or because of his/her temporary or permanent mental incapacity.

- **Sex Offenses-Non forcible** - Unlawful, Non-forcible sexual intercourse.
 - A. Incest** – non-forcible sexual intercourse between persons who are related to each other within the degrees wherein marriage is prohibited by law.
 - B. Statutory Rape** – non-forcible sexual intercourse with a person who is under the statutory age of consent.
- **Robbery** – The 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** – 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. (It is not necessary that injury result from an aggravated assault when a gun, knife, or other weapon is used which could and probably would result in serious personal injury if the crime were successfully completed.)
- **Burglary** – The unlawful entry of a structure to commit a felony or a theft. For reporting purposes this definition includes: unlawful entry with intent to commit a larceny or felony;

breaking and entering with intent to commit a larceny; housebreaking; safecracking; and all attempts to commit any of the aforementioned.

- **Motor Vehicle Theft** – The theft or attempted theft of a motor vehicle. (Classify as motor vehicle theft all cases where automobiles are taken by persons not having lawful access even though the vehicles are later abandoned including joyriding.)
- **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.
- **Weapon Law Violations** – The violation of laws or ordinances dealing with weapon 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 non narcotic 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 or 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).
- **Hate Crimes** – An incident wherein sufficient facts are present to lead a reasonable and prudent person to conclude that the offender's actions were motivated in whole, or in part, by a preformed negative opinion or attitude toward a group of persons based on their race, gender, religion, sexual orientation, ethnicity/national origin, or disability.

Arrests - On-campus

- **On-Campus** – Any building or property owned or controlled by an institution within the same reasonably contiguous geographic area and used by the institution in direct support of, or in a manner related to the institution's educational purposes. These buildings include residential halls, any building or property that is owned by the institution but controlled by another person, those frequently used by students and those that support institutional purposes such as a food or retail vendor.
- **Arrests in Residence Halls** – Of those arrests that occurred on-campus the number that occurred in residence halls during each calendar year are required for the 2004 Campus Crime and Security Survey, if you responded that your institution provides on-campus housing. The number of arrests that occurred in residence halls must be less than or equal to the number of offenses that occurred on campus.
- **On-campus Disciplinary Actions/Judicial Referrals** – The number of disciplinary actions and judicial referrals that occurred on-campus for liquor-law violations, drug abuse violations and weapons possessions is required for the 2004 Campus Crime and Security Survey.

Appendix B

Safety Tips

The following safety tips are reviewed annually and provided as a service to the University community:

All effective crime prevention programs include some measure of people watching out for one another. All persons are asked to be alert, security conscious and involved, and to call Public Safety or the Riverside Police Department whenever suspicious or criminal activity is observed.

Personal Safety

- Keep residence or dorm rooms locked at all times. Even if you're inattentive for only a moment, or just going down the hall, an unlocked door creates opportunity for unwelcome intrusion.
- Keep valuables out of view and do not leave them unattended or otherwise unsecured.
- Residents who plan on being away for any extended period should notify their RA or RD. If you're leaving campus alone or returning late, let your roommate or other friend know your destination and planned time of return.
- Walk in groups, especially after dark or in more remote areas on or near campus.
- When returning to residential facilities late at night, or anytime you feel unsafe, use the University's Escort Service. Simply call the Public Safety Office at extension 951-343-4311 (when using University telephone system equipment, dial extension 4311), give your name, location and destination. A Public Safety employee will be sent to your location within a short time to escort you to your destination.
- Lock your vehicle, bicycle, or other mode of transportation securely.
- Be alert for strangers; any person uncomfortably near you, following or approaching you rapidly, especially from behind or the side; and anyone who appears to present any threat to persons or property.
- Report crimes, suspicious persons or acts, and unusual circumstances to Public Safety.

Crime Prevention – Residence Halls

- Be sure that exterior self-locking doors shut securely when entering or leaving the building. Never prop open a lockable door.
- When leaving your room, lock the door and windows even if you will only be gone for a few minutes.
- Store all easily removable valuables out of sight, preferably in a locked drawer or closet; don't leave valuables on top of your furniture.
- Require identification and authorization from all service people who wish to enter your room.
- When going to the shower, lock your room door and keep your key with you in the shower. Do not leave keys or valuables in pockets of clothing outside the shower.
- When leaving your room for vacations, trips or semester breaks, store valuables in an off-campus storage area or take them with you.
- Don't leave notes on your door saying when you will return.
- Do not leave valuables unattended in the dining hall, library or anywhere else.
- Record descriptions of valuables (brand name, model and serial numbers)

- Record all credit and charge card numbers in case they are lost or stolen. Never provide bank or other access codes in response to unsolicited telephone or internet requests.
- Call Public Safety or the police if you see anyone, or any circumstance that appears to be suspicious. Do not endanger your safety, but provide as much of a detailed description as possible.

Crime Prevention – Workplace

- Lock doors when work areas are not being used, when workers are out of sight of the door, and when working at night. Lock windows that are accessible from outside.
- Be sure that self-locking doors shut tightly when leaving the building. Never prop open a lockable door.
- Never leave keys in an unlocked drawer, desk or cabinet. Do not tape keys under desk drawers, or in file cabinets.
- Petty cash, stamps and personal valuable should be locked in a drawer or cabinet. Restrict the number of persons who hold the keys and do not leave keys unsecured.
- Make sure your desk or cabinet(s) have good locks. Report defective locks to the Facilities & Planning Department.
- Report lost or stolen keys immediately to Public Safety and request the locks be changed.
- Record serial numbers of all equipment for which you are responsible. Engrave all remaining equipment with an identifying code.
- Do not leave your wallet or keys in an unattended coat pocket or purse. Hold onto your purse or briefcase or lock them in a cabinet.
- Report all thefts to Public Safety.
- Call Public Safety or the police if you see anyone, or any circumstance that appears to be suspicious. Do not endanger your safety, but provide as much of a detailed description as possible.

Crime Prevention – Automobiles

- Keep all doors locked and windows up when you are in your vehicle or leaving it unattended.
- Always remove the ignition key when leaving your vehicle.
- Never leave valuables in a car. Lock them in the trunk or, if that's not possible, conceal them fully within the vehicle (glovebox or other cargo hold, completely under the seat or behind the rearmost seat in a truck).
- When parking, park in well-lit well-traveled designated parking areas. Do not park in deserted areas of the campus.
- Consider installing tamper proof door locks, alarms and anti-theft devices such as "The Club," secondary ignition switches or fuel shut-offs.

Crime Prevention – Bicycles

- Bicycle registration is required by the state and the University. State registration may be accomplished by taking the bicycle to any Riverside Fire Station. A minimal fee is charged and the registration is valid for three (3) years. Bicycles may be registered at the University by bringing the bicycle to the DPS Office in Room 100 of the James Building, Monday through Friday, from 9:00am to 3:00pm. There is no charge for this service.
- The best deterrence against bicycle theft is a “high-security” lock placed through the frame and secured to an authorized bicycle parking rack.