

2016



LONG BEACH
CITY COLLEGE

Annual Security Report



An Annual Security Report Prepared in Accordance with the Provision of the
Crime Awareness and Campus Security Act of 1990

A MESSAGE FROM THE VICE PRESIDENT

On behalf of our dedicated faculty, staff and administrators, I am pleased to present the Long Beach City College Annual Security Report.

LBCC is committed to ensuring a safe learning and working environment for our students and staff. As indicated in this report, the LBCC staff takes great measures to provide a safe campus, and we work closely with our local public safety officials in these efforts. We also aim to provide a culture where students and staff know how to report a crime and access the resources available if they are in need of assistance.

Campus safety is our top priority, and you will see that reflected here in the Long Beach City College Annual Security Report.



*Ann-Marie Gabel
Vice President, Administrative Services
Long Beach Community College District*

CONTENTS

- 4 Our Commitment to Your Safety and Security
- 4 Preparation of the Annual Security Report
- 4 About Long Beach Community College District
- 5 Reporting Crimes and Other Emergencies
- 6 Campus Security Authorities
- 6 Voluntary, Confidential and Anonymous Reporting
- 7 Emergency Phones
- 7 Daily Crime Log
- 8 Access to Campus and Security Considerations in the Maintenance of Campus Facilities
- 9 Campus Safety, Security Authority and Relationships with Local Law Enforcement Agencies
- 10 Campus Crime and Safety Alerts and Timely Warnings
- 10 Emergency Notification System
- 11 Emergency Response and Evacuation Procedures
- 11 Procedures Used to Notify the Campus Community
- 11 Determining the Appropriate Segment or Segments of the Campus
Community to Receive an Emergency Notification
- 12 Determining the Contents of the Emergency Notification
- 13 Confirming the Existence of a Significant Emergency or Dangerous
Situation and Initiating the Emergency Notification System
- 13 Security Awareness and Crime Prevention Programs and Initiatives
- 14 Students Governed by the Student Code of Conduct
- 15 Drug and Alcohol Policies, Prevention Programs, and Alcohol-Free Environment
- 16 Sexual Violence Prevention and Response Programs and Sex Offense Procedures
- 17 Procedures Victims Should Follow
- 17 Campus Sex Crimes Prevention Act
- 18 Reporting an Incident
- 18 Accommodations
- 19 On & Off Campus Resources
- 19 Education Programs
- 20 Conduct and Disciplinary Proceedings
- 20 Clery Crime Statistics
- 21 LAC - On Campus and Public Property
- 22 PCC - On Campus and Public Property
- 23 LAC Campus Map
- 24 PCC Campus Map

OUR COMMITMENT TO YOUR SAFETY AND SECURITY

This information is being provided to you as part of Long Beach Community College District's (LBCCD) commitment to safety and security on our campuses, colleges and centers throughout the District. This document is published in compliance with the Higher Education Act, as amended by the Higher Education Opportunity Act (Public Law 110-315), also known as "The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act" (the Clery Act).

PREPARATION OF THE ANNUAL SECURITY REPORT

The Director of Business Support Services prepares this annual report of crime statistics in compliance with the Clery Act. The annual report will include data gathered from college personnel and from local law enforcement agencies. Pursuant to the Clery Act, the District must report specific crime data every year and for the most current three-year period. These annual crime statistics are available at the U.S. Department of Education Office of Postsecondary Education website. Copies of the annual report are available for students, staff and prospective students at the LBCCD website, the District's Public Safety offices and other locations throughout the District. A link to the annual report is emailed to all District employees and students no later than Sept. 30 of each year.

ABOUT

LONG BEACH COMMUNITY COLLEGE DISTRICT

Long Beach City College, established in 1927, is a community college located in the city of Long Beach, County of Los Angeles, California. It is divided into two campuses. The Liberal Arts Campus (LAC) is situated north of Interstate 405 and south of State Highway 91, along the major roads of Carson Street, which divides the campus in two portions, Lakewood Boulevard, which borders the campus to the west, and Clark Avenue, which borders the campus to the east. The Pacific Coast Campus (PCC) is situated north of Pacific Coast Highway, bordered by Orange Avenue to the west, Walnut Avenue to the east, and 20th Street to the north. The District operates two Child Development Centers: one at PCC and the other at 4630 Clark Ave., Long Beach.



REPORTING CRIMES

AND OTHER EMERGENCIES

LBCCD has a reputation for maintaining safe campuses where staff, students and faculty can work and study without fear for their personal safety or property. This is, in part, the result of everyone working together to create an atmosphere that is safe and conducive to learning. The entire college community (students, faculty, staff and visitors) are encouraged to promptly report crime on and adjacent to our campuses. Anyone on campus can report a crime or other emergency by dialing 911 from a campus phone; to reach LBPD dispatch for non-emergencies, dial (562) 435-6711 or (562) 938-4910. Crime reports also may be made to the LBPD at the Public Safety Office of the LAC campus (Building X) or the Public Safety Office at the PCC Campus (Building EE, Room 114).

PCC CAMPUS



All students, faculty and staff commute to campus. Long Beach Transit serves both campuses, with routes 93, 101, 103, 112 and 176 serving LAC, and routes 171, 172, 173, 174 and 176 serving PCC. The college also provides shuttle service between campuses six days a week.

The college as a whole is known as LBCC, as well as "City College." LBCC serves the cities of Long Beach, Lakewood, Signal Hill and Avalon. The District enrollment varies annually from 26,000 to 29,000 students. Additional District facts and information can be found at <http://lbcc.edu/PresidentsOffice/collegefacts.cfm>.

In 2003, Long Beach Community College District Board of Trustees established a contract agreement with the City of Long Beach Police Department (LBPD) for on-site police and public safety services at both District campuses. LBPD provides coverage 24 hours per day, seven days per week (24/7).



CSA

CAMPUS SECURITY AUTHORITIES

We also recognize that some individuals may elect to report crimes to other College officials. LBCCD prefers that community members promptly report all crimes and other emergencies directly to the LBPD City College Section at (562) 435-6711, (562) 938-4910 or 911. The Clery Act recognizes certain College officials and offices as “Campus Security Authorities (CSA).” The Act defines these individuals as “officials of an institution who have 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.” We have listed those offices where campus community members may report crimes. These are: 1) Dean of Student Affairs; 2) Director of Student Life; 3) Human Resources; 4) other Deans; 5) Athletic Director; 6) Coaches; 7) Faculty advisors to student groups; and 8) Counselors participating in learning communities.

These individuals are designated as “Campus Security Authorities” and are required to report those crimes reported to them to the LBPD City College Section.

VOLUNTARY, CONFIDENTIAL AND ANONYMOUS REPORTING

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

If a person is a victim of a crime or is aware of a crime, but they do not want to pursue action within LBCCD or the criminal justice system, it is suggested that a voluntary, confidential report be filed. Depending upon the circumstances of the crime reported, a person may be able to file a report while maintaining confidentiality. The purpose of a confidential report is to comply with the wish to keep personal identifying information confidential, while taking steps to ensure safety and the safety of others. The confidential report allows LBCCD 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 Report. In limited circumstances, the LBPD City College Section may not be able to assure confidentiality and would inform those involved in such cases. Anyone may call the LBPD City College Section at (562) 435-6711 to report concerning information.

Professional (mental health) and pastoral counselors are not required to report crime disclosed to them while they are acting in their professional capacities. However, LBCCD is committed to ensuring a safe and secure environment and encourages professional and pastoral counselors to advise those who they are counseling of the College's voluntary, confidential reporting process and procedures for victims of crime who wish to remain confidential. Anyone on campus can report a crime or other emergency by dialing 911 to reach the LBPD City College Section or (562) 435-6711. Callers may request to remain anonymous. Crime reports may also be made at the Public Safety Office, LAC Building X or PCC in EE-114.

Concerns regarding a student that are not of an emergent situation may be emailed to StudentConcerns@lbcc.edu. Emails will be responded to within one business day by the staff of Student Support Services.

Another option for a person interested in reporting a crime anonymously is to utilize WeTIP, which can be accessed through the website <https://wetip.com>. By policy, attempts to trace the origin of the person who submits this form are not made, unless it is deemed necessary for public safety. Persons may also report crimes through the Crime Stoppers at 1-800-822-TIPS (8477) or via the website : <http://lacrimestoppers.com>.

EMERGENCY PHONES

Outdoor emergency assistance call-boxes/phones at LBCCD are located in public areas including elevators. Emergency call-boxes/phones provide direct voice communications to the Long Beach Police Dispatch Center or an emergency monitoring service. Campus maps showing the locations can be found here: <http://maps.lbcc.edu/>.

DAILY CRIME LOG

A public Daily Crime Log is located at the LAC Public Safety Office in Building X. It is available for viewing Monday through Thursday from 7:30 a.m. to 5:00 p.m. and on Fridays from 7:30 a.m. to 4:00 p.m. The crime log contains a brief description of all incidents reported to the LBPD City College Section at all LBCCD sites and centers. The District carefully monitors all reported incidents that occur and allocates the resources necessary to maintain a safe environment.

ACCESS TO CAMPUS

AND SECURITY CONSIDERATIONS IN THE MAINTENANCE OF CAMPUS FACILITIES

The District does not have any residential areas on its property and does not operate residential or housing facilities. The District does not recognize any off-campus student organizations. Off-campus activities involving students will be supervised by appropriate staff that will notify local law enforcement authorities if a crime occurs. Supervisors of these events shall also notify the LBPD City College Section of these incidents.

Most campus buildings are open Monday through Friday from 7:00 a.m. to 10:30 p.m. Students and staff may be asked to produce identification if there is a question about authorization to be in a specific area on campus. Persons who need to be in campus buildings or areas after regular hours should obtain approval from supervisors and notify the LBPD City College Section of their presence during off-hours. Students may not use facilities after hours unless supervised by authorized staff. Except for scheduled weekend classes, most campus buildings will be locked from 10:30 p.m. on Friday until 7:00 a.m. on Monday. Persons entering the campus without lawful business are subject to arrest. District custodial staff will unlock doors for weekend classes and for other scheduled events. It is the responsibility of those using the facilities to ensure that lights and other electrical equipment are turned off and that doors and windows are closed and locked after use. LBPD City College Section officers will patrol and monitor District facilities after hours to ensure they are locked and secure, and will notify appropriate staff of any safety problem or other hazards.

Keys and access control devices are provided to staff members by the Facilities Department, on a need-to-enter basis when approved by the appropriate supervisor. Lost keys and access control devices must be reported immediately to the supervisor and the Facilities Department. Payment for lost keys may be required. Keys and access control devices may not be loaned to other staff or to students. District safety officers will confiscate any keys in the possession of unauthorized persons. District keys may not be duplicated. District property may not be removed from District facilities without authorization.

The personnel of Maintenance and Operations, Custodial, Grounds, Environmental Health and Safety, Parking Services Departments, and LBPD City College Section combine to enhance the safety, security and maintenance of District facilities. Maintenance and Operations staff performs routine preventive maintenance programs, including monitoring lighting systems, fire extinguishers and emergency exit signs. The Grounds Department routinely trims trees and bushes to reduce potential hazards. Custodial and security staff secure doors and windows, and perform periodic inspections daily to spot and mitigate safety hazards. Life safety, intrusion alarms, and access control systems are installed at various facilities and are monitored and inspected by safety staff and by outside alarm companies.

The District has an Emergency Preparedness and Safety Advisory Committee which meets

quarterly. It is comprised of faculty, classified and management staff from various departments. The committee discusses and makes recommendations regarding safety concerns, emergency drills and trainings, inspections, and reviews crime statistics. This past year the committee reviewed and updated evacuation guidelines for persons with disabilities, recommended an assessment of all door locking capabilities, reviewed various signage options on campus, initiated a redesign of the emergency procedures classroom poster, and evaluated various emergency phone applications for personal devices.

CAMPUS SAFETY, SECURITY AUTHORITY AND RELATIONSHIPS WITH LOCAL LAW ENFORCEMENT AGENCIES

The LBPD's jurisdiction includes other grounds or properties owned, operated, controlled or administered on behalf of the Long Beach Community College District as outlined in the Education Code, Section 72330. LBPD City College Section is committed to the safety and security of all students, staff and faculty, as well as others visiting Long Beach City College. They are responsible for patrolling District grounds, facilities and parking lots to protect persons and property and enforce applicable laws and ordinances.

LBPD police officers have complete police authority to apprehend and arrest anyone

involved in illegal acts, pursuant to California Penal Code Section 830.1.

LBPD City College Section personnel work closely with state and federal police agencies and have radio communication with the Los Angeles County Sheriff's Department as well as other local, state, federal and military agencies that participate in the Los Angeles Regional Tactical Communication System (LARTCS). LBPD is also part of the State of California 911 Emergency System. The LBCCD contract agreement with LBPD provides the District with policing and investigations. In this agreement, the operational responsibility for investigating all campus crimes, including Part I violent crimes, defined by law as willful homicide, forcible rape, robbery, domestic violence and aggravated assault, occurring at each campus location is contracted to LBPD. Also, in the agreement, LBPD provides all support, including Narcotic, Robbery, Homicide, Property and Sex Crimes Investigative Divisions. LBPD has a Domestic Assault Response Team (DART) and a Sexual Assault Response Team (SART), which are available to the LBPD City College Section for domestic and sexual assault investigations. Resources from other local, state and federal agencies are also available for incidents requiring specialized personnel or equipment. The contract agreement is public record and is made available for inspection upon request by members of the public to the Vice President of Administrative Services.

CAMPUS CRIME AND SAFETY ALERTS AND TIMELY WARNINGS

The College will issue a Timely Warning Notice in the event that it receives notice of an alleged Clery Crime (defined below) occurring on campus, on public property within or immediately adjacent to the campus, or in or on non-campus buildings or property controlled by the College, where the College determines, in its judgment, that the allegations present a serious or continuing threat to the College community.

For purposes of this, “timely” means as soon as reasonably practicable, generally not more than 48 hours after an incident has been reported to the LBPD City College Section or the Campus Security Authorities identified by LBCCD, or local police agencies that have concurrent jurisdiction have reported the information to the College. The Director of Business Support Services or, in his/her absence or unavailability, designee, is responsible for determining whether to issue a Timely Warning Notice. If the Director or designee is not available, the determination will be made by a member of the College’s emergency response team.

Whether to issue a Timely Warning Notice is determined on a case-by-case basis for Clery Act crimes: arson, homicide, burglary, robbery, forcible and non-forcible sex offenses, aggravated assault, domestic violence, dating violence, stalking, and Hate Crimes, as defined by the Clery Act. Notices also may be distributed for other crimes as determined necessary by the Director of Business Support Services or designee.

In determining whether to issue a Timely Warning, the College will consider any factors reflecting on whether the alleged crime represents a serious or continuing threat to the College community, including, but not limited to, (a) the nature of the incident; (b) when and where the incident occurred; (c) when it was reported; (d) the continuing danger to the campus community; and (e) the amount of information known by the LBPD City College Section. If there is insufficient information available to

determine whether the incident represents a continuing threat to the College community, the College will issue a Timely Warning unless, based on the information available, it appears unlikely that there is an ongoing threat to the community, and will note in the content of the Timely Warning that, based on the information available, the College does not have full information to evaluate the nature of the ongoing threat.

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 perpetrator(s), law enforcement’s immediate actions, a request and method for witnesses to contact law enforcement, and where applicable and appropriate, cautionary advice that would promote safety. In developing the content of the Timely Warning Notice, the College will take all reasonable efforts not to compromise ongoing law enforcement efforts.

The College distributes Timely Warning Notices in various ways. Once the College determines that an alert will be issued, the Department of Communications and College Advancement e-mails or texts the notice to students, faculty and staff and may post it on its website (www.lbcc.edu) and/or on bulletin boards throughout campus. In 2016, LBCCD issued three safety reminders and three Timely Warning Notices to the campus community.

EMERGENCY NOTIFICATION SYSTEM

LBCCD is committed to ensuring the campus community receives timely, accurate and useful information in the event of an emergency situation on campus or in the local area that poses a risk to the health and safety of campus community members. To support this commitment, LBCCD has invested in several multi-modal forms of communications that allow for the distribution of notices in the event of a critical incident or dangerous situation.

EMERGENCY RESPONSE AND EVACUATION PROCEDURES

The District has developed a comprehensive, all-hazards Emergency Operations Plan (EOP) that outlines steps the District will take to prevent and mitigate, prepare for, respond to, and recover from a full range of likely hazards our campuses may face. An Emergency Procedures guideline is posted in every building at each site and in each classroom. It contains basic instructions to employees and students for responding to various emergency incidents.

To ensure these plans remain current and actionable, the District will conduct an emergency management exercise, at a minimum of once yearly. These exercises may include evacuations, tabletop drills, or full-scale emergency response exercises. The District conducts after-action reviews of all emergency management exercises and incidents. When the campuses are evacuated, staff and students gather at designated assembly areas a safe distance from the buildings to await further instructions. Employee volunteers who serve as Building Emergency Coordinators (BEC) have been provided training to ensure that their areas have been evacuated and that injured persons and safety hazards are reported.

The District has designated employees who are members of the Emergency Operations Team and has provided training for these employees in the Incident Command System (ICS) and uses the ICS principles when responding to emergencies. Our Annual Campus Clery-Compliant Test for 2016 was participation in the Great ShakeOut Earthquake Drill on October 20th at 10:20 a.m. and ended at 10:45 a.m. The test was announced to our campus community.

PROCEDURES USED TO NOTIFY THE CAMPUS COMMUNITY

In the event of a situation that poses an immediate threat to members of the campus community, LBCCD has various systems in place for communicating information quickly. Some or all of these methods of communication may be activated in the event for emergency notification to all or a segment of campus community. These methods of communication include the mass notification system utilized by the District and the District's email system. LBCCD may post updates during critical incidents on the LBCCD homepage.

DETERMINING THE APPROPRIATE SEGMENTS OF THE CAMPUS COMMUNITY TO RECEIVE AN EMERGENCY NOTIFICATION

Campus and local first responders on the scene of a critical incident or dangerous situation that poses an immediate threat to the health or safety of the campus community will assist those preparing the emergency notification with determining what segment or segments of the campus community should receive the notification. LBCCD may issue subsequent notifications to a wider group of community members. In addition to the emergency notification that may be issued via the District mass notification system, LBCCD will also post applicable messages about the situation on the LBCCD homepage with the steps to take to maintain personal and campus safety.

DETERMINING THE CONTENTS OF THE EMERGENCY NOTIFICATION

For those emergencies when the District's ICS organization is in command, the employee designated as the incident commander will normally make the decision to notify the campus community. Employees who may be designated as the incident commander will vary from site to site, but may include the College President, Vice Presidents and their designees. The office responsible for issuing the emergency notification will, with the assistance of campus and local first responders, determine the content of the notification. LBCCD has developed a wide range of template messages addressing several different emergency situations. Those issuing the alert will select the template message most appropriate to the ongoing situation and modify it to address the specifics of the current incident. 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 community or appropriate segment of the campus community of the dangerous condition and the actions they should take to safeguard their and their neighbors' safety. Messages distributed in this stage of a rapidly unfolding critical incident will generally be short, precise and directive. Examples include: "The campus is experiencing a major power outage affecting the following buildings: A, B, C and D Buildings. All occupants of these buildings should immediately evacuate and meet at the designated building assembly point." "There is a chemical spill in U Building. The chemical released is extremely hazardous if inhaled. Occupants of U Building should immediately evacuate the building

through the northeast exits. Follow the directions of fire personnel who are on scene."

2. The second message is intended to **Inform** the community or appropriate segment of the campus community about additional details of the situation. This message is generally distributed once first responders and the Emergency Operations Center have additional information about the dangerous situation. Examples include: "The power outage affecting A, B, C and D Buildings was caused by a cut power line. Repair crews are responding along with Facilities personnel to repair the damage. We expect the outage will last until 2:00 p.m. Refer to the College homepage for additional information or dial xxx-xxxx".

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 the community that the District is working diligently to resolve the dangerous situation or provide an "All Clear." It can also be used to provide additional information about the situation and where resources will be available.

In those cases where there are no pre-determined template messages in the system, the individual issuing the alert will send the most succinct message to convey the appropriate message to the community. The goal is to make individuals aware of the situation and that they know the steps to take to safeguard their personal and community safety.

CONFIRMING THE EXISTENCE

OF A SIGNIFICANT EMERGENCY OR DANGEROUS SITUATION AND INITIATING THE EMERGENCY NOTIFICATION SYSTEM

The LBPD City College Section 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 campus community. Generally, campus first responders become aware of these situations when they are reported to the LBPD Dispatch Center 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 campus community, first responders will notify LBPD City College Section Supervisors and other authorized College officials to issue an emergency notification.

LBCCD's Administration, individuals assigned to Business Support Services, Facilities, Communications and College Advancement departments, and/or other members as assigned, will immediately initiate all or some portions of the LBCCD's emergency notification system. If, in the professional judgment of first responders, issuing a notification potentially compromises efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency, LBCCD may elect to delay issuing an emergency notification. As soon as the condition that may compromise efforts is no longer present, LBCCD will issue the emergency notification to the campus community or applicable segment of the community.

SECURITY AWARENESS AND CRIME PREVENTION

PROGRAMS AND INITIATIVES

In the event of a situation that poses an immediate threat to members of the campus community, LBCCD has various systems in place for communicating information quickly. Some or all of these methods of communication may be activated in the event for emergency notification to all or a segment of campus community. These methods of communication include the mass notification system utilized by the district and the District's email system. LBCCD may post updates during critical incidents on the LBCCD homepage.

LBCCD promotes security awareness as a responsibility of all members of the campus community. The effectiveness of the District's crime prevention program is based upon the cooperation of all students, faculty and staff. We seek to minimize criminal activities and opportunities, through individual participation in crime awareness programs. The District does the following that contributes toward crime prevention and security awareness.

1. SAFETY ESCORT PROGRAMS – LBPD Officers are available to escort persons on campus, particularly during hours of darkness.
2. NEW STUDENT/FACULTY/STAFF ORIENTATION – The District Environmental Health and Safety Department and LBPD participate in orientation programs providing safety and security training for new personnel and students.
3. EMERGENCY CALL-BOXES/TELEPHONES – This equipment is installed at both campuses as part of the District's efforts to enhance security.

4. CONTINUOUS PATROLS TO DETER CRIME – Uniformed LBPD City College Officers patrol the campus grounds, via cars, bicycle and on foot. Officers are on duty 24 hours a day, seven days a week.

5. SPECIALTY TRAINING PROGRAMS – The District sponsors periodic programs aimed to support crime awareness.

6. CRIME PREVENTION BULLETINS – Periodically issue Crime Prevention and Awareness bulletins offering suggestions on implementing individual security programs.

7. SAFETY ALERTS – Periodically, when a specific threat to safety exists, or a serious crime has occurred on or around our campuses that may be repeated, information is provided through announcements, posted notices and emails.

8. WeTIP – Confidential and anonymous reports of on-campus crimes may be made to WeTIP at 800-78-CRIME or at their website: www.wetip.com/schools. Cash rewards may be possible for crimes resolved through these tips.

9. BEHAVIORAL INTERVENTION TEAM – In order to extend our efforts on emergency preparedness and prevention, LBCCD has established a Behavioral Intervention Team. The objective of this team is to utilize a structured process for the timely evaluation of potentially threatening situations that are brought to the attention of the team. The multi-disciplinary team is comprised of members from Business Support

Services, Student Support Services, LBPD and Human Resources who have the authority to make decisions and direct staff.

10. WEAPONS POLICY – The possession, carrying and use of weapons, ammunition, or explosives are prohibited on District owned or controlled property. The only exception to this policy is for authorized law enforcement officers or others, specifically authorized by LBCCD. Failure to comply with the LBCCD's weapons policy will result in disciplinary action against violators.

STUDENTS GOVERNED BY THE STUDENT CODE OF CONDUCT

The Board of Trustees of the Long Beach Community College District is authorized to establish campus-wide standards of student conduct and disciplinary procedures in accordance with Education Code Section 76030-76038. The Dean of Student Affairs or designee is responsible for all Student Conduct (<http://www.lbcc.edu/StudentAffairs/dueprocess.cfm>) violations and for administering the student discipline system and implementing the Due Process procedures (<http://www.lbcc.edu/policymanual/regulations/5012reg.pdf>).

DRUG AND ALCOHOL POLICIES

PREVENTION PROGRAM, AND ALCOHOL-FREE ENVIRONMENT

Federal law requires LBCCD to annually notify faculty, staff and students of the following: LBCCD prohibits the unlawful possession, use, manufacture or distribution of alcohol or controlled substances by students, faculty, staff, and guests in buildings, facilities, grounds or property controlled by LBCCD or used as part of LBCCD activities. For students, this includes prohibiting the possession and consumption of any beverage containing alcohol on campuses. In addition, the smoking of any material is prohibited in all facilities of LBCCD at all locations and within 50 feet of a doorway of a building; smoking, including electronic cigarettes, is only permitted in the identified smoking areas at LBCCD campuses.

In accordance with Public Law 101-226, “Drug Free Schools and Communities Act Amendment of 1989,” the Board of Trustees of Long Beach Community College District adopted Board Policy #7003, which prohibits the unlawful possession, use or distribution of illicit drugs or alcohol by students and employees and guests. Awareness of this policy helps create a drug and alcohol-free environment. This policy and regulation are made available to students and employees on the District website, in the offices of Enrollment Services, Student Health Centers and Student Life. A statement of the policy is also included in the Annual Security Report and the college catalogs.

The District emphasizes the prevention and intervention of substance abuse through education. The College provides information about the dangers of drugs and alcohol and engages in prevention programs through efforts by the Student Health Centers. All federal and state drug and alcohol laws are enforced.

Violators of this policy may be subject to disciplinary action, which may include referral to an appropriate rehabilitation program, the Employee Assistance program, suspension, demotion, expulsion or dismissal; and may also be subject to criminal sanctions, including fines, jail or prison sentences. The Director of Student Discipline and Student Life will handle student disciplinary action; the Vice President of Human Resources will be responsible for employee disciplinary action; and the Director of Business Support Services will work with the LBPD City College Section for criminal prosecution.

Assistance for substance abuse may be obtained from one of the following sources:

- Student Health Centers, for confidential counseling and referral to local agencies
- Alcoholics Anonymous, Harbor Area Central Office, 562-989-7697
- National Drug Hotline, 1-800-662-HELP
- Al-Anon/Alateen Family Group Headquarters, 1-800-356-9996
- Narc-Anon Family Group Headquarters, 1-310-534-8188

SEXUAL VIOLENCE PREVENTION

AND RESPONSE PROGRAMS AND SEX OFFENSE PROCEDURES

LBCCD 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. Any sexual violence occurring on District facilities or at a District sponsored or supervised event is strictly prohibited, and is a violation of District policy whether committed by an employee, student or member of the public, and may be subject to administrative disciplinary action and criminal and civil prosecution.

THERE ARE SEVERAL FORMS OF SEXUAL VIOLENCE:

DATING VIOLENCE

The use of physical violence, coercion, threats, intimidation, isolation, or stalking on another while in a dating relationship or a social relationship of romantic or sexually intimate nature. Such violence includes other forms of emotional, sexual or economic abuse directed towards a person who is or has been in a dating relationship or a social relationship of a romantic or sexually intimate nature with the victim. This includes any behaviors that intimidate, manipulate, humiliate, isolate, frighten, terrorize, coerce, threaten, blame, hurt, injure or wound someone. Dating Violence can be a single act or a pattern of behavior in relationships.

RAPE

The use of force to harm or a verbal threat to inflict harm on a person in order to engage in forced sexual intercourse against the will of the victim. Rape also takes place when a perpetrator overpowers a victim who is unable to refuse or defend her/himself from the act.

SEXUAL ASSAULT

Actual or attempted sexual contact with another person without that person's consent. Sexual Assault includes, but is not limited to:

- 1) intentional touching of another person's body in a sexual nature without that person's consent
- 2) other intentional sexual contact with another person without that person's consent
- 3) coercing, forcing, or attempting to coerce or force a person to touch another person's body in a sexual nature without that person's consent or
- 4) rape, which is penetration, no matter how slight, of the vagina, or anus of a person by any body part of another person, or by an object, or the mouth of a person, or by a sex organ of another person, without the other person's consent.

DOMESTIC VIOLENCE

Use of physical violence, coercion, threats, intimidation, isolation, stalking or other forms of emotional, sexual or economic abuse directed toward:

- (a) a current or former spouse or intimate partner
- (b) a person with whom one shares a child or
- (c) anyone who is protected from the respondent's acts under the domestic or family violence laws of California, including Family Code Section 6250 et seq., and any applicable federal law, including the Violence Against Women Act of 1994 (VAWA), as amended.

This can include behaviors that intimidate, manipulate, humiliate, isolate, frighten, terrorize, coerce, threaten, blame, hurt, injure, or wound someone. Domestic Violence can be a single act or a pattern of behavior in relationships.

STALKING

Stalking behavior in which a person repeatedly engages in a course of conduct directed at another person and makes a credible threat with the intent to place that person in reasonable fear for his or her safety, or the safety of his or her family; where the threat is reasonably determined by the College Disciplinary Officer to create substantial emotional distress, torment, create fear or to terrorize the person.

PROCEDURES VICTIMS 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 victim 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 including 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.

CAMPUS SEX CRIMES PREVENTION ACT

The Federal Campus Sex Crimes Prevention Act requires the District to inform the campus community where to find information on registered sex offenders. California law requires sex offenders to register with their local police or sheriff, which places their names in a statewide database. The State of California Registered Sex Offenders database can be accessed at <http://www.meganslaw.ca.gov/>.

If you need more information, contact the Campus Police at (562) 938-4807 or (562) 435-6711.

REPORTING AN INCIDENT

If a student, employee or visitor has been the victim of an incident of sexual violence, domestic or dating violence, or stalking, they should immediately report it to the LBPB City College Section at (562) 435-6711, (562) 938-4910 or in person at either the LAC Public Safety Office (Building X) or PCC Public Safety Office (EE-114). In the case of an emergency or ongoing threat, if possible, get to a safe location and report the incident by calling 911. Students may also report to any Campus Security Authority (CSA).

LBCCD officials will assist any victim in notifying law enforcement, if the victim elects to do so. Victims 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.

Victims of sexual violence are encouraged to go to the Student Health Centers at LAC (A-1010) or PCC (GG-117). Victims will be provided with immediate confidential care. If the Student Health Center is closed, go to the Public Safety office, (LAC at Building X or PCC in EE-114). Off-campus victims should immediately call 911 to report the crime to local law enforcement authorities. Reporting a rape or other act of sexual violence does not commit a victim to filing charges. Even if the victim was under the influence of alcohol or drugs at the time of an attack, a sex crime has still occurred. California Penal Code says that sexual assault

victims cannot be charged for misdemeanor alcohol or drug use at the time of the attack. Students and staff may get assistance at the LAC or PCC Student Health Centers for on and off campus counseling and other support services. The District maintains a zero tolerance policy regarding sexual violence. All reports of sex crimes on our facilities will be thoroughly investigated so that appropriate sanctions, including disciplinary, criminal and civil action can be taken by the District and/or the State.

ACCOMMODATIONS

Whether or not a student or employee pursues any formal action, if they report an incident of sexual violence, LBCCD is committed to providing them a safe learning or/and working environment. Upon request, LBCCD will make any reasonably available change to a victim's academic, transportation and/or working situation. Students may contact the Office of the Dean of Student Affairs for accommodation requests. Employees may contact the Associate Vice President of Human Resources for accommodation requests.

If a person reports a sexual assault to LBPB, they may assist them in obtaining a restraining order from a criminal court. LBCCD is committed to ensuring that any such order is fully upheld on all institutionally owned and controlled property. LBCCD is also committed to protecting victims from any further harm.

ON AND OFF CAMPUS RESOURCES

LBCCD offers other important resources to the victims of sexual violence including medical treatment, counseling and advocacy they may wish to utilize. Student Health Centers at both campuses are available to assist any student or employee free of charge and will help them consider their options and navigate through any resources or recourse they elect to pursue. A victim need not make a formal report to law enforcement or LBCCD to access these resources that include the following:

COMMUNITY RESOURCES FOR VICTIMS OF SEXUAL ASSAULT INCLUDE:

DA's Victim/Witness Assistance	800-380-3811
LA Women's Center	323-526-5819
LA Commission on Assaults Against Women	213-955-9090
Project Sister Crisis Services - Pasadena	909-623-1619
Rape Treatment Center - Santa Monica	310-319-4503
Sexual Assault Crisis Agency - Long Beach	562-590-6400
Sexual Assault Crisis Program - Compton	310-763-9995
Sexual Assault Hotline	877-943-5778
Victim/Witness Assistance Center	213-974-7499
Bureau of Victim Services - Long Beach Court	562-247-2068

EDUCATION PROGRAMS

LBPD City College Section as well as Student Health Centers offer educational programs to promote the awareness of rape, acquaintance rape and other sex offenses. These sexual assault education programs are aimed at the prevention of sex offenses and the procedures to be followed if a sex offense has occurred. Resources and assistance are offered to students and employees through the Student Health Centers, including mental health professionals and through the Employee Assistance Program (employees only).

The Vice President of Student Support Services or designee shall:

- Provide, as part of each campus' established on-campus orientation program, education and prevention information about domestic violence, dating violence, sexual assault, and stalking. The information shall be developed in collaboration with campus-based and community-based victim advocacy organizations.
- Post sexual violence prevention and education information on the campus internet website regarding domestic violence, dating violence, sexual assault and stalking.

CONDUCT AND DISCIPLINARY PROCEDURES

LBCCD 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 LBCCD. Individuals found responsible for having committed such a violation face sanctions including, but not limited to, dismissal; suspension; probation; and referral to local law enforcement agencies for prosecution, pursuant to Board Policy #5012 (Standards of Student Conduct). Incidents involving accused students will be handled by the Office of the Dean of Student Affairs. Incidents involving accused employees will be handled by the Associate Vice President of Human Resources.

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 officials who have received annual training on the nature of the types of cases they are handling, and conducting an investigation in a manner that protects the safety of all directly involved and promotes accountability. Determination of responsibility shall be made by the Vice President of Student Support Services, the Associate Vice President of Human Resources, or designees using the preponderance of the evidence standard (which means that it is more likely than not that the alleged misconduct occurred).

In all proceedings, including any related meetings, 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, procedures for appealing the results of the outcome, 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 student conduct proceedings, please consult the Board Policy # 5012 (<http://www.lbcc.edu/policymanual/regulations/5012reg.pdf>) and due process procedures (<http://www.lbcc.edu/StudentAffairs/dueprocess.cfm>)

CLERY CRIME STATISTICS

The crime statistics found on pages 21-22, entitled “Clery Crime Statistics,” were compiled by the LBPD records division. Crime definitions are from the Uniform Crime Reporting (UCR) Handbook and sex offense definitions are from the National Incident Based Reporting System (NIBRS) edition of the Uniform Crime Reporting Program. For statistical purposes, crime statistics reported to any of these sources are recorded in the calendar year the crime was reported. All of the statistics are gathered, compiled and reported to the District community via this report. This information is available at the District website at <http://www.lbcc.edu/CollegeSafety/>. The LBPD City College Section authorities submit the annual crime statistics published in this report to the United States Department of Education (DOE). The statistical information gathered by the United States Department of Education is available to the public at <http://ope.ed.gov/security/Index.aspx>.

2016 LBCC CLERY CRIME STATISTICS

LIBERAL ARTS CAMPUS

2016 2015 2014 2016 2015 2014 2016 2015 2014

	ON CAMPUS PROPERTY			PUBLIC PROPERTY			TOTALS		
MURDER/NON-NEGLIGENT HOMICIDE	0	0	0	0	0	0	0	0	0
NEGLIGENT HOMICIDE	0	0	0	0	0	0	0	0	0
ROBBERY	1	2	0	1	0	1	2	2	1
AGGRAVATED ASSAULT	0	0	0	0	0	0	0	0	0
MOTOR VEHICLE THEFT	4	5	7	0	2	0	4	7	7
ARSON	0	0	0	0	0	0	0	0	0
BURGLARY	2	3	5	2	0	0	4	3	5
SEX OFFENSES (TOTAL)	0	1	0	0	0	0	0	1	0
Forcible Rape	0	0	0	0	0	0	0	0	0
Fondling	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0
LIQUOR LAW ARRESTS	1	0	1	0	0	0	1	0	1
Liquor law Violations Referred for Disciplinary Action	0	0	0	0	0	0	0	0	0
DRUG LAW ARRESTS	0	0	0	0	0	0	0	0	0
Drug Law Violations Referred for Disciplinary Action	0	0	0	0	0	0	0	0	0
WEAPON LAW ARRESTS	1	0	1	0	0	0	1	0	1
Weapon Law Violations Referred for Disciplinary Action	0	0	0	0	0	0	0	0	0
DOMESTIC VIOLENCE	3	0	0	0	0	0	3	0	0
DATING VIOLENCE	0	0	1	0	0	0	0	0	1
STALKING	0	0	1	0	0	0	0	0	1
HATE CRIMES TOTAL	0	0	0	0	0	0	0	0	0
Hate-Larceny/Theft	0	0	0	0	0	0	0	0	0
Hate- Simple Assault	0	0	0	0	0	0	0	0	0
Hate- Intimidation	0	0	0	0	0	0	0	0	0
Hate- Destruction/Damage/Vandalism	0	0	1	0	0	0	0	0	1

2016 LBCC CLERY CRIME STATISTICS

PACIFIC COAST CAMPUS

2016 2015 2014 2016 2015 2014 2016 2015 2014

	ON CAMPUS PROPERTY			PUBLIC PROPERTY			TOTALS		
MURDER/NON-NEGLIGENT HOMICIDE	0	0	0	0	0	0	0	0	0
NEGLIGENT HOMICIDE	0	0	0	0	0	0	0	0	0
ROBBERY	1	1	1	2	0	0	3	1	1
AGGRAVATED ASSAULT	0	0	3	0	0	0	0	0	3
MOTOR VEHICLE THEFT	4	2	0	0	2	0	4	4	0
ARSON	0	0	0	0	0	0	0	0	0
BURGLARY	2	4	3	2	1	0	4	5	3
SEX OFFENSES (TOTAL)	0	2	0	0	0	0	0	2	0
Forcible Rape	0	1	0	0	0	0	0	1	0
Fondling	0	0	0	0	0	0	0	0	0
Incest	0	0	0	0	0	0	0	0	0
Statutory Rape	0	0	0	0	0	0	0	0	0
LIQUOR LAW ARRESTS	1	0	1	0	0	0	1	0	1
Liquor law Violations Referred for Disciplinary Action	0	0	0	0	0	0	0	1	0
DRUG LAW ARRESTS	0	1	1	0	0	0	0	1	1
Drug Law Violations Referred for Disciplinary Action	0	0	0	0	0	0	0	0	0
WEAPON LAW ARRESTS	1	0	1	0	0	0	1	0	1
Weapon Law Violations Referred for Disciplinary Action	0	0	0	0	0	0	0	0	0
DOMESTIC VIOLENCE	3	0	0	0	0	0	3	0	0
DATING VIOLENCE	0	0	1	0	0	0	0	0	1
STALKING	0	0	1	0	0	0	0	0	1
HATE CRIMES TOTAL	0	0	0	0	0	0	0	0	0
Hate-Larceny/Theft	0	0	0	0	0	0	0	0	0
Hate- Simple Assault	0	0	0	0	0	0	0	0	0
Hate- Intimidation	0	0	0	0	0	0	0	0	0
Hate- Destruction/Damage/Vandalism	0	0	1	0	0	0	0	0	1

Map of LAC Campus



Liberal Arts Campus
4901 East Carson Street, Long Beach, CA 90808

Building Services

- A** Admissions and Records
ASB Bank
Assessment/Matriculation
CalWORKS
Cashier's Office
College & School Articulation
Counseling
Disabled Student Program Services
EOPS/CARE
Financial Aid
International Student Programs
Outreach/Scholarship/Student Relations
Student Health Services
Career and Transfer Services
Veterans Affairs
- B** Architecture/Drafting
Electricity
Electronics
- C** Nursing
Nursing Learning Center
- D** Science (open during construction)
- E** American Language & Culture Institute - ALCI
ATM
Cafeteria
College Center
Student Life
Veterans Services
Writing & Reading Center
- F** Family & Consumer Studies
Fashion
- G** Music
Radio/TV
- H** Theatre Arts
- I** Campus Store (Bookstore)
- J** Auditorium
- K** Art
- L** Academic Computing
Academic Senate
Faculty Support & Resources
Faculty/Professional Development
Fiscal Affairs
Computer Lab
Instructional Technology
Learning & Academic Resources
Learning Resource Center
Library
Media and Periodicals
Multi-media Classrooms
Project GO
Reading
Student Support Centers
- M** Health Technologies
Foreign Language
COS Classrooms
- N** Classrooms
- O1** Bond Management Team
IITS - Instructional & Informational Technology Services
Warehouse
- O2** CAED - College Advancement & Economic Development
Foundation
Institutional Resource Development
Upward Bound



KEY:

- Campus Parking
 - Campus Buildings
 - Construction Area
 - Parking meters
 - Daily Parking Permit Machine
 - LBCC Shuttle Stop
 - Campus Directory
 - Designated Free Speech Area
 - Designated Smoking Area
 - Emergency Phone
 - Gender Neutral Restroom
 - Pay Phone
- These areas may be subject to change, due to the needs of the district.



- P** English
Journalism
Language Arts
- Q** Kinesiology (Physical Education)
Women's Locker Room
- Q2** Athletics
- R** Fitness/Wellness Center
Hall of Champions
Men's Locker Room
Physical Education
- S** Adaptive Physical Education
P.E. Coaches
Stadium Operations
- T** Academic Services
Administration
Administrative Services
Board of Trustees
Business
Classrooms
CAC - Communications & College Advancement
History
Human Resources
Institutional Effectiveness
Mail Room
Payroll/Benefits
President's Ambassadors
Purchasing
Risk Services
Social Sciences
Speech
Viking Express
- V** Culinary
Bistro/Restaurant
Math Technology
Math Success Center
Reprographics Services
- X** Public Safety-Campus Police
Central Plant
P.E. Coaches
- Z** Facilities
Grounds
Maintenance

Map of PCC Campus



Pacific Coast Campus

1305 East Pacific Coast Highway, Long Beach, CA 90806



Building	Services	FF	LL
AA	Administration Classrooms Duplication Faculty Offices Workforce Development	Classrooms Dyer Hall Senior Center	Assessment/Orientation ESL Learning & Writing Center ITDC Library
BB	Classrooms	GG	MM
CC	Kinesiology Fitness Center	Admissions & Records/Transcripts ATM CalWORKS Cashiers Classrooms Counseling DSPS EOPS/CARE Financial Aid Gender Neutral Restrooms Student Dining Student Health Services Trio/GO Project Viking Express	Air Conditioning/Refrigeration Construction Trades
DD	Classrooms	HH	NN
EE	Classrooms/Labs Campus Store (Bookstore) Campus Police Career & Transfer Services IITS Job Placement/Career Planning Learning Resources Open Computer Lab Project GO/Project Launch Student Union Student Success Center	Child Development Center	Horticulture
		II	QQ
		Industrial Technology Metal Fabrication	Under Construction
		JJ	RR
		Automotive Technology Advanced Transportation Technology Center	Under Construction
		KK	UU
		Greenhouse	Foster Kinship Care
			YY
			Central Plant