

# Safe & Sound

A Guide to  
Safety and Security  
in the San Diego  
Community College District



**W**elcome to the San Diego Community College District. We hope that your time on our campuses will be pleasant, rewarding and safe. The security of our students, faculty and staff is a primary concern. We are committed to crime prevention as a means to ensure that security.

Our campuses are located in a big city and the same rules of common sense for personal security are well worth heeding on campus as well as off. Be alert to your surroundings, always lock your car, and report any suspicious or criminal activity immediately to the College Police department. We have a police department with sworn law enforcement officers on duty 24 hours a day for your protection.

We invite you to read this brochure carefully and become a partner in your own safety. It is through the cooperation of all faculty, staff and students that we can ensure that our campuses are safe, pleasant places to work and learn.

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## COLLEGE POLICE AND SAFETY

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It is the policy of the San Diego Community College District (SDCCD) Board of Trustees to protect the college community and to protect the property of the district. Under the general direction of the Vice Chancellor, Facilities Services, the College Police Department ensures that reasonable protection is provided by using methods that fit within and contribute to the educational philosophy of the institution.

Community College Police officers are sworn peace officers in compliance with the California Education Code and the California Penal Code. They receive the same training as all peace officers in the county and state and they have the same authority on or about the campus as San Diego Police Department (SDPD) officers.

The College Police Department receives reports of all incidents occurring on campus and is responsible for investigating all campus crime. In addition, the department has a working arrangement with the SDPD to provide assistance for incidents that require special resources.

## IMPORTANT PHONE NUMBERS

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For all emergencies dial 911

College Police Dispatch .....	619-388-6405
College Police TTY .....	619-388-6419
City College Police .....	619-388-3461
Mesa College Police .....	619-388-2749
Miramar College Police .....	619-388-7353
San Diego Police Dept. ....	619-531-2000
NO COINS NEEDED to dial 911 from pay phones in San Diego	

## EMERGENCY NOTIFICATIONS

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The San Diego Community College District is committed to ensuring the safety of our students, faculty and staff. The District is in the process of implementing a comprehensive emergency notification system which will include: emergency class room phones, an office telephone call back system, parking lot call boxes, a public address system, an email notification system and a cell phone notification system. These systems will be used to make timely notifications should the need arise.

## CRIME PREVENTION

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It is the philosophy of the SDCCD that security is everybody's business. Students, faculty, staff and visitors are partners in creating an atmosphere that is safe and conducive for learning. One of the essential ingredients of any successful crime prevention program is an informed public. It is the goal of the SDCCD to inform students and staff in a timely manner of any criminal activity or security problem that may pose a reasonable threat to their safety. Such information will be distributed to students through this brochure, newsletters, posted notices, student publications and the District web site.

Faculty and staff are informed through inhouse memos, bulletins, newsletters and email. Finally, all effective crime prevention programs include people watching out for one another. All staff and students are asked to be alert, security conscious and involved. Call College Police at 619-388-6405 whenever you see suspicious behavior.

## CAMPUS SAFETY AND THE CLERY ACT

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This brochure is published in compliance with the "Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act" that requires U.S. colleges and universities that participate in federal student financial aid programs to disclose information about crime on and around their campuses.

### Who was Jeanne Clery?

Jeanne Ann Clery was a 19-year-old Lehigh University freshman who was raped and murdered in her dorm room on April 5, 1986. Her parents later found out about 38 violent crimes on the Lehigh campus in the three years before her murder. They joined with other victims of campus crime and persuaded Congress to enact this law, which was originally known as the "Crime Awareness and Campus Security Act of 1990." For more information on "The Clery Act" go to [www.securityoncampus.org](http://www.securityoncampus.org).

### Clery Act Summary:

- Schools must publish an annual report disclosing campus security policies and three years worth of specified crime and arrest statistics.
- Schools must make this report available to students, faculty and staff, and applicants for employment.
- Schools must make timely warnings to the campus

community about crimes that pose an ongoing threat to students and employees.

- Each institution with a police or security department must have a public crime log.
- The U.S. Department of Education centrally collects and disseminates the reported statistics ([www.ope.ed.gov/security](http://www.ope.ed.gov/security)).
- Campus sexual assault victims are assured of certain basic rights.
- Schools that fail to comply can be penalized by the U.S. Department of Education.

## Reporting Policy for Annual Crime Statistics

The District office of Student Services and College Police are involved in a coordinated effort to generate, compile and report crime, arrest and student disciplinary information contained in this report. District employees who hold significant responsibilities for students and campus activities also provide reportable crime incident information for this report. Relevant crime data from the San Diego Police Department, through the Automated Regional Justice Information System (A.R.J.I.S.), are also included. The College Police department closely reviews all data to ensure accuracy and to avoid any possible duplication.

## MEGAN'S LAW: SEX OFFENDER REGISTRATION

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Faculty, staff and students of the San Diego Community College District may obtain information on registered sex offenders who are students, employees or volunteers at a specific college center or facility within the District by calling College Police at 619-388-6411 to schedule an appointment.

You can search online for sex offenders in the city of San Diego by using the interactive map at [www.sannet.gov/police/newsflash/sexoffender.shtml](http://www.sannet.gov/police/newsflash/sexoffender.shtml) and in the county at [www.arjis.org](http://www.arjis.org). Or visit the San Diego Police Department, 1400 "E" Street, San Diego, CA 92101, between 8:00 a.m. and 5:00 p.m., Monday through Friday. Additional information on sex offender registration is available at the office of the State of California Attorney General, [www.caag.state.ca.us/megan](http://www.caag.state.ca.us/megan). The National Sex Offender Public Registry is available through the U.S. Department of Justice at [www.nsopr.gov](http://www.nsopr.gov).

# SEXUAL ASSAULT AND ACQUAINTANCE RAPE

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Sexual assault is a horrible and traumatic crime. However, there are many misconceptions about sexual assault and rape.

## What is Rape?

The crime of rape generally refers to nonconsensual sexual intercourse that is committed by physical force, threat or injury, or other duress. A lack of consent can include the victim's inability to say "no" to intercourse, due to the effects of drugs or alcohol. Rape can occur when the offender and victim have a pre-existing relationship (sometimes called "date rape"), or even when the offender is the victim's spouse. A variation of rape known is "statutory rape," some states, including California, make it unlawful for an adult to engage in sexual intercourse with a person who has not reached the age of consent (usually 18 years of age).

The most common type of rape is acquaintance rape. (Date rape is one type of acquaintance rape.)

## What Can You Do About Sexual Assault?

Know that you have the right to sexual limits. It is your body and no one has the right to force you to do something you don't want to do. Learn to feel comfortable with this right. Make your expectations clear. If you don't want someone touching you, let them know in a clear forceful manner.

Here are suggestions to help reduce your risk:

- There is strength in numbers or group dates. Go to parties or clubs with a friend and be responsible for each other. Don't split up. Have a pre-planned signal to let your friend know that you want to leave or need help.
- Control your alcohol; don't let it control you. Drink responsibly or not at all, especially on first dates.
- Do not abuse any substance that might hinder your ability to say "no."
- Know your limits. It's never too late to say "no." Don't be embarrassed or ashamed to say "no" or ask someone to stop. It is your body.
- Verbalize your expectations. Be up front. Talk about sexual boundaries. A potentially embarrassing conversation could save you from a traumatic situation.

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- Trust your gut instinct. Guard your personal space. If someone makes you uncomfortable, remove yourself from the situation.
  - Believe in yourself. Know your rights. You do not ask to be raped any more than anyone with money in their pocket is asking to be robbed. You are in charge of your body and you can say “NO!”
  - Learn self-defense from a licensed professional instructor. If you choose to carry chemical spray, take the necessary classes. The District also offers Rape Aggression Defense classes for women at various times and dates throughout the year.
  - End the night early if your date becomes drunk or abusive. No one deserves physical or emotional abuse. NO ONE.

### **What if it Happens to You or Someone You Know?**

If you or someone you know is assaulted, know what to do. If you are raped, you are never to blame. There are people who care and want to help.

- Get to a safe place. Get help immediately. Call the police. DO NOT shower or change your clothes. Go to the hospital.
- It is important to your health and well-being to be checked for injuries and sexually transmitted diseases such as HIV.
- Retain any clothing of yours or the suspect’s and materials that could provide evidence (e.g. bed sheeting, condoms, etc.).
- Call a rape crisis center.

The San Diego Community College District has a disciplinary procedure (Policy 3100.2) for cases of alleged sex offenses that occur on campus and sanctions that may be imposed. You will be informed of the outcome of these proceedings and also be afforded the opportunity to change your academic situation if you request it and it is reasonably available to do so. Criminal action may be taken by the district attorney and civil action can be brought by the victim.

## **Sexual Assault Prevention and Education Resources**

- The College Police, college or Continuing Education counselors, and Health Services personnel will assist you in contacting any of the off-campus organizations at your request.
- Escort service is available by contacting the College Police.
- Health Services and College Police offices have pamphlets available containing detailed information from the San Diego County Sexual Assault Response Team (S.A.R.T.).

## **Preventing Rape by Intoxication Through Community Education (PRICE)**

Rape by intoxication is a growing crime, particularly among 18-25 year olds. That's why the PRICE Coalition was formed. The PRICE Coalition includes members of law enforcement, local universities and colleges, the military and Center for Community Solutions. All of these groups have teamed up to educate young people how they can stop this crime before it ever happens.

Recognize the warning signs, and always look out for your friends. If you or someone you know has been the victim of a sexual assault, know that there are resources available to help. Together, we can save lives, and prevent rape by intoxication. For more information go to [www.sdcda.org](http://www.sdcda.org).

**For information about educational programs on sexual assault prevention, contact the following numbers:**

**College Health Services Offices**

- City ..... 619-388-3450
- Mesa ..... 619-388-2774
- Miramar ..... 619-388-7881

**Victim & Community Resources**

- Center for Community Solutions  
for 24 Hour Sexual Assault..... 888-272-1767
- Domestic Violence Center ..... 888-385-4657
- Family Advocacy Center (military)..... 619-556-8809
- SDCCD Police Department Rape  
Aggression Defense (R.A.D.) Program..... 619-388-6411
- South Bay Community Services  
24 Hour Assistance ..... 800-640-2933 and  
..... 619-420-3620
- Victims of Crime Compensation Program  
..... 800-777-9229
- Victim’s Resource Center  
for 24 Hour Sexual Assault..... 760-757-3500
- Victim Witness Assistance ..... 619-531-4041
- YWCA Domestic Violence Services ..... 619-234-3164

**Important SDCCD Links**

- Violent Crimes & Sexual Assault:  
[Http://police.sdccd.edu/violentcrimes.htm](http://police.sdccd.edu/violentcrimes.htm)
- Safe & Sound Brochure:  
[Http://police.sdccd.edu/crimestats.htm](http://police.sdccd.edu/crimestats.htm)
- Law Enforcement Links:  
[Http://police.sdccd.edu/links.htm](http://police.sdccd.edu/links.htm)

**Other Important Web Sites**

- Community Services 2-1-1:  
[www.211sandiego.org/211](http://www.211sandiego.org/211)
- Megan’s Law–Information on Registered Sex Offenders:  
[www.meganslaw.ca.gov](http://www.meganslaw.ca.gov)
- San Diego Crime Stoppers:  
[www.sdcrimestoppers.com](http://www.sdcrimestoppers.com)

# SECURITY TIPS

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## Precautions to Take at Home

- If you live alone, list only your last name and initials on your mailbox or in the phone directory.
- If you just moved into a new residence, change all locks. You never know who might have a key.
- Install a through-the-door peephole so you can see anyone outside your door before you open it.
- Don't rely on chain locks. They are great privacy locks, but they are not security locks. Install good security locks.
- Never dress in front of windows; always draw your shades.
- Never let anyone — repairmen, police officers, etc. — into your home without proper identification. Ask for identification.
- Never let strangers use your phone, no matter what they say. If necessary, call the police for them.
- Always leave outside lights on after dark.
- It is better to wait for an empty elevator than to get on one with a strange person.
- If you receive wrong number calls, don't give out your name or phone number.
- If you receive obscene phone calls, quietly hang up and call the police.
- In an apartment building, try never to be alone in the laundry room.
- If you suspect someone is in your house, don't go in or call out. Call the police from your neighbor's house.
- If you see or hear something or someone suspicious, call the police.

## Office Security

- Lock your office whenever you leave, even if you will only be gone for a minute.
- Keep your purse, wallet and other valuables in a secure location, such as a locked desk or filing cabinet.
- Immediately report to the College Police any suspicious person loitering in your area.
- Report all crimes, no matter how minor they may seem, to the College Police.
- If you receive an annoying or obscene phone call, hang up.

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Write down the time of the call, what the caller said, and note any background noises you may have heard. Call the College Police.

- If you work at night, avoid working alone.
- Keep all outside doors locked.
- Walk with other employees to and from your car.
- Escort services are available from the College Police by calling 619-388-6405.
- If you are entrusted with a key to a specific area, never loan it to anyone. Keys are easily lost, stolen or duplicated.

### **Precautions to Take While Walking**

These are the best prevention methods to deter attacks while walking. Naturally, you won't be able to follow them to the letter, but use them as guides.

- Try not to go out at night alone. Walk with a friend.
- Don't walk on deserted streets or in alleys.
- Don't go into strange or poorly lit areas.
- Use caution in parking lots.
- Don't take shortcuts.
- Don't hitchhike or accept rides with strangers.
- Walk facing on-coming traffic.
- Walk near the curb.
- Don't walk near dark doorways or shrubbery.
- Carry your purse securely in your grasp.
- Look around when getting off a bus.
- Cross the street if you see someone suspicious following you.
- Call the police if you feel that someone is following you or acting suspiciously.
- Walk into an open business if you become suspicious of someone while walking.
- When you are arriving home by private auto or taxi, ask the driver to wait until you are inside.
- Have your keys in your hand so you can open your door immediately.
- Be suspicious. Looking behind you may discourage an attacker.

## Crime Prevention in the Car

- Never pick up hitchhikers.
- Never allow another vehicle to follow you home. If you feel you are being followed, drive past your house to the nearest open business and call the police.
- Never leave your keys in the car.
- Always check in the back seat of your car before getting in.
- If you stop to aid others, don't get out of your car. Ask what you can do to help, then drive to the nearest phone and call the police.
- Never leave your purse in sight. Hide it under your seat or in your glove box.
- Always park in well-lit areas, never in the dark.
- Always lock your car.
- Always lock your doors while driving.
- Always keep your car in gear while stopped at traffic signals or stop signs.
- If threatened, simply drive away. Always write down license plate numbers of suspicious vehicles.
- When arriving home, always leave your headlights on until you have opened the garage door or unlocked your front door.

## WHAT TO DO IF YOU ARE ATTACKED

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The course of action you take is strictly up to you. It is our sincere hope that you never need our assistance, that you are never victimized, but if you are attacked, here are a few suggestions.

- Use common sense; avoid panic.
- Use your natural defenses and act fast.
- Yell loudly.
- Identify your attackers vulnerable locations. Strike legs, feet, groin. Scratch the eyes and face.
- Avoid confronting force with force.
- Disengage and run.
- Your goal is to escape.
- Obtain good balance.
- Use distraction techniques.

- Run towards people and open businesses.
- Be a good witness.

During an armed attack, if you feel your life is about to be taken, you must decide what course of action you should follow to defend yourself. Once you have made your decision and started your defensive action, keep in mind several other options and never stop trying new methods until you have completed your escape. If you cannot escape, bide your time and wait for another opportunity.

### **Call the police immediately!**

- Cooperate fully with the police.
- Press charges when your attacker is caught.
- Be a good witness.
- Remember the attacker's description, height, weight, age, race, eyes, marks or scars, clothing, mannerisms, language, vehicle description, license number and direction of escape.

### **What about judo, karate or other self-defense training?**

This type of training is great for physical conditioning; however, it may take several years of training and continual practice to develop usable skills. Don't substitute self-defense training for common sense, alertness and caution.

### **What about carrying a weapon?**

It is not advisable to carry guns, knives or clubs. It is illegal to carry some of these weapons, and all of them could be turned and used against you.

## **ACCESS TO CAMPUS FACILITIES**

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All SDCCD students and staff members have been issued identification cards which they may be asked to produce if there is a question about their authorization to be in a specific area. Those who need to be on campus outside of regularly scheduled work hours must be authorized for that date and time by the campus administration and notify the College Police of their presence.

Many campus rooms and areas are protected by intrusion alarms. Before entering such areas, the College Police dispatch should be notified at 619-388-6405.

It is the responsibility of those who use rooms, offices and

other areas to lock access doors, turn off lights and close windows. Facilities Services staff and College Police staff will check many of the areas of the campus during off hours, but the primary responsibility for security lies with the user.

## STAFF AND FACILITY KEYS

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Keys are provided to individual staff members on a need-to-enter basis as determined by the appropriate supervisor. Lost keys must be reported immediately to one's supervisor and to the College Police.

Keys must never be loaned to other staff members or students. College Police personnel will confiscate any keys which have not been specifically issued to a particular individual. Duplication and unlawful possession of District keys is a misdemeanor.

## COLLEGE PROPERTY

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No District property may be removed from the campus without written permission from the department chairperson or area supervisor. Unauthorized removal of District property from the campus is a violation of the law and may be prosecuted by the District.

## OFF-CAMPUS CRIME

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The San Diego Police Department provides the college district with crime data for the areas surrounding the facilities operated by SDCCD. The college district will notify persons using these facilities when a security problem arises.

## CRIME REPORTING PROCEDURES

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The SDCCD maintains a police department with personnel available 24 hours a day. Emergencies, criminal action or any other incidents may be reported at any time, day or night, by calling:

Emergencies .....	911
College Police .....	619-388-6405
College Police TTY .....	619-388-6419
San Diego Police .....	619-531-2000

**Note:** From campus building phones, DIAL 9 first to get an outside line.

Criminal action and any other incidents may also be reported via email to the SDCCD Police Department at [police@sdccd.edu](mailto:police@sdccd.edu).

## **SUBSTANCE ABUSE**

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The possession, use and sale of alcoholic beverages by anyone on SDCCD-controlled property is a misdemeanor per California Business and Professions Code 25608 and a violation of Policy 3100, the Student Code of Conduct. The use, sale or possession of any illegal drug is a violation of state law and any person found in violation may be subject to arrest by federal, state, local or campus law enforcement authorities. Criminal prosecution is separate from any administrative discipline that may be imposed by the District.

Any student or employee in violation of this policy is subject to disciplinary action up to and including expulsion from the District or termination from employment.

The decision to take disciplinary action in any instance rests with the Board of Trustees after consideration of the recommendation of a site administrator and an administrative panel. A complete list of legal sanctions is available in the office of the college's Vice President of Student Services.

The District provides information on drug treatment and prevention through seminars, courses and the Student Health Services. Contact Student Health Services for additional information.

## **CRIME STATISTICS**

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Crime statistics tables are on the following pages. The tables distinguish crimes committed on campus from those on public property. Public property is defined as the reasonably contiguous geographic area around the college/center or around a building the District controls and uses for educational purposes (e.g., thoroughfares, streets, parks, restaurants and public parking facilities).

Campus	Homicide, Negligent				Homicide, Nonnegligent				Sex Offenses, Forcible				Sex Offenses, Nonforcible					
	Public Prop		On Campus		Public Prop		On Campus		Public Prop		On Campus		Public Prop		On Campus			
	06	07	08	06	07	08	06	07	08	06	07	08	06	07	08	06	07	08
Aero Adult/NCC																		
Auto Skills Center																		
Centre City																		
Cesar Chavez																		
City College											1							
District Office, DSC																		
ECC											1							
Mesa College												1	1					
Mid-City													1					
Miramar College														2				
WCC - Clairemont																		
WCC - Mission Bay																		
WWC - Pt. Loma																		
Totals											4	1	1	1	1			

	Hate Crimes				Vehicle Theft				Arson			
	Public Prop		On Campus		Public Prop		On Campus		Public Prop		On Campus	
	06	07	08	06	07	08	06	07	08	06	07	08
<b>Campus</b>												
Aero Adult/NCC												
Auto Skills Center				2								
Centre City				2	1	2	2		1			
Cesar Chavez				2	2	6						
City College				21	20	7	3	2	3	1		
District Office, DSC					2							
ECC				4	3	3	2	1	1			
Mesa College				7	8		21	13	21			
Mid-City					1	2						
Miramar College				16	6	13	4		1			
WCC - Clairmont												
WCC - Mission Bay												
WWC - Pt. Loma							1					
Totals				54	43	34	32	16	26	2		



Campus	Alcohol Violations						Narcotics Violations						Weapons Violations					
	Public Prop		On Campus		Public Prop		On Campus		Public Prop		On Campus		Public Prop		On Campus			
	06	07	08	06	07	08	06	07	08	06	07	08	06	07	08	06	07	08
Aero Adult/NCC							4 <sup>4</sup>	1 <sup>10</sup>										2 <sup>6</sup>
Auto Skills Center	5		2			4		1										
Centre City	1	1								5	2	2						
Cesar Chavez	6	1	1	1	2	3	9	4	1			1						
City College	12	2		14	7 <sup>3</sup>	17 <sup>7</sup>	13	6	5	23	10	11	8	3	2			5 <sup>11</sup>
District Office, DSC											1							
ECC						3	1	1					4	2	1 <sup>2</sup>			
Mesa College				3	4	2 <sup>9</sup>	5	2	1	11 <sup>1</sup>	12 <sup>5</sup>	2	1		1			
Mid-City				4			2						2	3	2			
Miramar College				3		1			1	2	1	1	1					
WCC - Clairemont																		
WCC - Mission Bay																		
WWC - Pt. Loma											2							
Totals	31	3	3	18	12	25	30	18	12	38	28	16	16	14	8	1	3	5

<sup>1</sup> Six of the 11 violations indicates disciplinary referral

<sup>2</sup> Indicates disciplinary referral

<sup>3</sup> Two of the 7 violations indicates disciplinary referral

<sup>4</sup> Two of the 4 violations indicates disciplinary referral

<sup>5</sup> One of the 12 violations indicates disciplinary referral

<sup>6</sup> One of the 2 violations indicates disciplinary referral

<sup>7</sup> Two of the 17 violations indicates disciplinary referral

<sup>8</sup> Indicates disciplinary referral

<sup>9</sup> One of the 2 indicates disciplinary referral

<sup>10</sup> Indicates disciplinary referral

<sup>11</sup> Four of the 5 indicates disciplinary referral

## **Board of Trustees**

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*The San Diego Community College District includes San Diego City College, San Diego Mesa College, San Diego Miramar College and San Diego Continuing Education. The SDCCD is governed by its Board of Trustees. No oral or written representation by any employee is binding on the San Diego Community College District without the express approval of the Board of Trustees.*

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**CITY COLLEGE | MESA COLLEGE | MIRAMAR COLLEGE  
EDUCATIONAL CULTURAL COMPLEX | CONTINUING EDUCATION**