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|------------------|-------------------------------------|-------------------------------|-------------------------------------|
| Policy Change | <input type="checkbox"/> | Subject Matter Area Review | <input checked="" type="checkbox"/> |
| Procedure Change | <input type="checkbox"/> | Constituency Group Review | <input checked="" type="checkbox"/> |
| New Policy | <input checked="" type="checkbox"/> | District Council | <input type="checkbox"/> |
| New Procedure | <input checked="" type="checkbox"/> | Board 1 st Reading | <input type="checkbox"/> |
| | | Board 2 nd Reading | <input type="checkbox"/> |

KEY:
BOLD= new language
~~strikethrough=~~ delete language

Comments:
CCLC Spring 2016 Update

Referred to:

Edited:
 9/21/16



Policy

3520 Local Law Enforcement

Note: This policy is legally required and is applicable whether or not the District includes a police department as part of its structure.

Note: Once a Board adopts a rule requiring each of its campuses to update the written agreement with local law enforcement agencies, the former language should be replaced with the following, which adds sexual assault and hate crimes to the list of crimes covered by the agreement.

The District, on behalf of each campus or center, has a written agreement with local law enforcement agencies. The agreement clarifies operational responsibilities for investigations of: Part I violent crimes, defined by law as willful homicide, forcible rape, robbery, and aggravated assault; sexual assaults, including, but not limited to rape, forced sodomy, forced oral copulation, rape by a foreign object, sexual battery, or threat of any of these; and hate crimes as defined by law, occurring at each location.

The written agreement designates which law enforcement agency has operational responsibility for violent crimes, sexual assaults, and hate crimes, and delineates the specific geographical boundaries of each agency’s operational responsibility, including maps as necessary.

The written agreements required by the Board policy are public records and are made available for inspection by members of the public upon request at the District Office of the Chancellor. Written agreements shall be reviewed and updated if necessary every five years.

The District encourages accurate and prompt reporting of all crimes to Campus Safety and Security and the appropriate police agencies. The Chancellor shall establish procedures that encourage pastoral counselors and professional counselors, if and when they deem it appropriate, to inform the persons they are counseling of any procedures to report crimes on a voluntary, confidential basis for inclusion in the annual disclosure of crime statistics.

References:
 Education Code Sections [67381](#) and [67381.1](#); [34 Code of Federal Regulations Section 668.46\(b\)\(4\)](#)

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Adopted:

Last Reviewed:

Administrative Procedure

3520 Local Law Enforcement

Note: This procedure is legally required and should be in place whether or not the District includes a police department as part of its structure. Because there have been no amendments to the Kristin Smart Campus Safety Act of 1998, and because the Board of Governors has not enacted regulations, it is recommended that the procedures simply restate the Board Policy, and also incorporate any local practices that have been developed and agreed upon with local law enforcement agencies.

Note: Once a Board adopts a rule requiring each of its campuses to update the written agreement with local law enforcement agencies, the former language should be replaced with the following, which adds sexual assault and hate crimes to the list of crimes covered by the agreement.

The District, on behalf of each campus or center, has a written agreement with local law enforcement agencies. The agreement clarifies operational responsibilities for investigations of: Part I violent crimes, defined by law as willful homicide, forcible rape, robbery, and aggravated assault; sexual assaults, including, but not limited to rape, forced sodomy, forced oral copulation, rape by a foreign object, sexual battery, or threat of any of these; and hate crimes as defined by law, occurring at each location.

The written agreement designates which law enforcement agency has operational responsibility for violent crimes, sexual assaults, and hate crimes, and delineates the specific geographical boundaries of each agency's operational responsibility, including maps as necessary.

The written agreements required by the Board policy are public records and are made available for inspection by members of the public upon request to Chancellor's Office. Written agreements shall be reviewed and updated if necessary every five years.

Note: This procedural language is legally required by The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (20 United States Code Section 1092(f)).

The Campus Safety and Security Departments at Modesto Junior College and Columbia College maintain a close working relationship with the Modesto Police Department (Modesto Junior College) and the Tuolumne County Sheriff's Department (Columbia College). Meetings may be held between the leaders of these agencies on both a formal and informal basis. Campus Safety and Security and these law enforcement agencies communicate regularly on the scene of incidents that occur in and around the campus area. When incidents arise that require joint investigative efforts, resources, crime related reports and exchanges of information, Campus Safety and Security will work closely with Modesto Police Department or the Tuolumne County Sheriff's Department. There is written memorandum of understanding between the Campus Safety and Security and the Modesto Police Department and Tuolumne County Sheriff's Department.

In response to a call, Campus Safety and Security will take the required action, dispatching an officer or asking the victim to file an incident report. All incident reports involving student conduct violations received by Campus Safety and Security are forwarded to the Chief Student Services Officer for review

1 and potential action. Campus Safety and Security may investigate a report when it is deemed
2 appropriate.

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4 Crimes should be reported to Campus Safety and Security to ensure inclusion in the annual crime
5 statistics and to aid in providing timely warning notices to the community, when appropriate.

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7 Community members, students, faculty, staff, and guests are encouraged to report all crimes and public
8 safety related incidents to Campus Safety and Security in a timely manner. To report a crime, a non-
9 emergency security or public safety related matter, or a non-life-threatening emergency, call Campus
10 Safety and Security at Modesto Junior College: (209) 575-6351, and at Columbia College: (209) 588-5167.
11 In the case of a life-threatening emergency call 911 and then Campus Safety and Security when safe to
12 do so.

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14 **Note: For institutions with other responsible security officials, the following language is legally required.**

15
16 Security officers have the authority to ask persons for identification and to determine whether
17 individuals have lawful business at the District, at the colleges and on other District property. Safety
18 and Security officers do not possess peace officer arrest power. Criminal incidents are referred to the
19 local law enforcement officers who have jurisdiction on the campus. The District maintains a highly
20 professional working relationship with the Modesto Police Department and the Tuolumne County
21 Sheriff's Department. All crime victims and witnesses are strongly encouraged to immediately report
22 the crime to the Campus Safety and Security Office and the appropriate law enforcement agency.
23 Prompt reporting will assure timely warning notices on-campus and timely disclosure of crime statistics.

24
25 **Note: For Districts with confidential reporting procedures, the following language is legally required.**

26
27 Campus "Pastoral Counselors" and Campus "Professional Counselors," when acting as such, are not
28 considered to be campus security officers and are not required to report crimes for inclusion into the
29 annual disclosure of crime statistics. As a matter of policy, they are encouraged, if and when they deem
30 it appropriate, to inform persons being counseled of the procedures to report crimes on a voluntary
31 basis for inclusion into the annual crime statistics.

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33 A Pastoral Counselor is a person who is associated with a religious order or denomination, recognized
34 by that religious order or denomination as someone who provides confidential counseling and who is
35 functioning within the scope of that recognition as a pastoral counselor.

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37 A Professional Counselor is an employee of a District whose official responsibilities include providing
38 psychological counseling to members of the District's community and who is functioning within the
39 scope of his or her license or certification.

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41 **References:**

42 Education Code Sections [67381](#) and [67381.1](#); [34 Code of Federal Regulations Part 668.46](#)

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44 **Procedure Last Revised:**

45 **Last Reviewed:**