

## **AP 3515 Reporting of Crimes**

Reference:

**Penal Code Section 245;**  
**Education Code Section 212; 87014;**  
**Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act of 1998;**  
**20 U.S.C. 1232g; 34 C.F.R. 99.31 (a) (13), (14);**  
**Campus Security Act of 1990**

- 1.0 Whenever any employee of the District is attacked, assaulted or menaced, the employee shall promptly report the attack or assault to the Office of Campus Safety. Any employee so assaulted or attacked shall notify his or her supervisor as soon as practical after the incident.
- 2.0 The supervisor of any employee who is attacked, assaulted or menaced shall assist the employee to promptly report the attack or assault to the Office of Campus Safety. The supervisor himself or herself shall make the report if the employee is unable or unwilling to do so.
- 3.0 Each campus shall annually collect and distribute statistics concerning crimes on campus. An annual security report that includes crime statistics identified by the Campus Security Act of 1990, statements about campus law enforcement policies, campus security education and prevention programs, alcohol and drug policies, sexual assault education and prevention programs, procedures for reporting sexual assaults, and procedures explaining how sexual assaults will be handled shall be published and made available to students, employees, and applicants for enrollment or employment. All college staff with significant responsibility for student and campus activities shall report crimes about which they receive information.
- 4.0 Each campus shall publish timely warnings to the campus community about crimes that are considered to represent a continuing threat to other students and employees. The information shall be disseminated by the Office of Campus Safety in a manner that aids the prevention of similar crimes.

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