

PERALTA COMMUNITY COLLEGE ANNUAL SECURITY REPORT

Fiscal Year
Ending

2015

The Peralta Community College District (PCCD) ASR is provided in accordance with the Crime Awareness and Campus Safety Act of 1990 and subsequent amendments that led to its being renamed the Jeanne Clery Act in 1998. The ASR is part of ongoing efforts to inform you of the safety programs and services available and the crimes that are reported to Peralta Sheriff's, local police partners and other campus security personnel. It also contains information about proactive steps you can take to help maintain a safe and secure campus for everyone.

As required by
the Jeanne Clery
Act



Updated: January 2016

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I. Preparation of the Annual Security Report and Disclosure of Crime Statistics

The District, in conjunction with the Colleges, prepares this report to comply with the Jeanne Clery Disclosure of Campus Security and Crime Statistics Act using information maintained by the Peralta Police Services (PPS), information provided by the District/Colleges offices including the Office of Student Life, Health Services, Mental Health Services, and Business Administration Services, and information provided by local law enforcement agencies surrounding campus. Each of these offices provides updated policy information and crime data.

This report provides statistics for the previous three years concerning reported crimes that occurred on the District's campuses. This report also includes institutional policies concerning campus security, such as policies regarding sexual assault, and alcohol and other drugs.

The Higher Education Opportunity Act (HEOA) requires institutions with residential housing to publish an annual safety report covering fire incidents and statistics and missing student information. The District has no on-campus housing facilities. The HEOA requires policies and procedures related to emergency notification, response and evacuation also be included. This report satisfies compliance obligations under both of the Federal Acts.

Federal law also requires District/College to notify annually all faculty, staff, and students of certain information pertaining to the unlawful possession, use, or distribution of illicit drugs and alcohol on its property or as part of its activities. The information included in this report complies with the Drug-Free Schools and Campuses regulations' annual notification requirements.

The District/College distributes a notice of the availability of this Annual Security Report by October 1 of each year to every member of the College community. Anyone, including prospective students and employees, may request a copy be mailed to you by calling **(510) 466-7236**. It is also available online at <http://web.peralta.edu/police-services/college-annual-security-reports-ars/>

The District/College is committed to protecting the safety and security of all students, staff, and faculty, as well as visitors to our campus, and to providing accurate and complete information regarding crimes committed in the campus community. We believe that our policies and programs for preventing and reducing crime, and our emergency notices, timely warnings, crime alerts and disclosure of crimes reported, promote a safer, more informed community. Please take time to read this information and, if you have questions, contact the resources identified below for assistance.

II. Reporting Criminal Activities & Other Emergencies

The District/College has a number of ways for campus community members and visitors to report crimes, serious incidents, and other emergencies to appropriate District/College officials.

Regardless of how and where you decide to report these incidents, it is critical for the safety of the entire District/College community that you immediately report all incidents so that the Police Department can investigate the situation and determine if follow-up actions are required, including issuing a Timely Warning or emergency notification.

A. Voluntary, Confidential Reporting

If crimes are never reported, little can be done to help other members of the community from also being victims. We encourage District/College community members to report crimes promptly and to participate in and support crime prevention efforts. The District/College community will be much safer when all community members participate in safety and security initiatives. Peralta Police Services and the various colleges encourage anyone who is the victim of a crime to report it directly to the police. Because police reports are public record under California law, confidentiality of reports cannot be guaranteed. Exceptions exist for sexual assault and crimes where victims or witnesses would be at risk should their names be released to the public. If you are the victim of a crime and do not want to pursue action within the District/College or the criminal justice systems you may still want to consider making a confidential report. This information will be disclosed in the annual report and used for statistical information to help prevent further crimes. Anyone may call the Peralta Police Services at (510) 466-7236 to report concerning information. Callers may remain anonymous.

B. Police Services

The Peralta Community College District contracts its police services with the Alameda County Sheriff's Office (ACSO) otherwise known as Peralta Police Services (PPS). Deputy Sheriffs are normally on patrol from 7:00 a.m. to 11:00 p.m., Monday through Friday at College of Alameda, Laney, Merritt and the District Administrative Center. The District also contracts with private security guard companies to provide security services for Berkeley City College. Security guard services also provide weekends and holidays coverage for all four Colleges and graveyard coverage during the week, for Laney College.

During non-hours of operation the local Police Department is responsible for patrol activities as the District has a Memorandum of Understanding (MOU) with the local Police Department in Alameda, Oakland and Berkeley to be on call during the graveyard shift. A Sheriff's Technician is on duty 24-hours a day, seven days a week at Peralta Police Services to assist with forwarding calls to the appropriate authorities during non-hours of operations.

Local Police/Sheriff/Security Services and College Site of Jurisdiction

	College of Alameda (COA)	Berkeley City College (BCC)	Laney College (LC)	Merritt College (MC)
Peralta Police Services (PPS)	X		X	X
City of Berkeley Police		X		

City of Oakland, Police			X	X
City of Alameda Police	X			
Securitas Security Services	X	X	X	X

Police/Security Agencies and Hours of Operation at the various Colleges

Police Department	Time	Location
Peralta Police Services (PPS)	7.00am – 11.00pm, M-F	COA, LC, MC
City of Oakland, Police Dept.	11.00pm – 7.00am, M-F, Sa & Su	LC, MC perimeter only
City of Berkeley, Police Dept.	24 Hrs.	BCC perimeter & Emergency
City of Alameda, Police Dept.	11.00pm – 7.00am, M-F; Sa & Su	COA
U. C. Berkeley, Police Dept.	24 Hrs.	BCC Emergency
Securitas Security Services	11.00am – 7.00am, M-F; Sa & Su	BCC, LC, MC

All crimes or suspected criminal activity occurring on the District/College campus should be reported to Police Services, during their listed hours of operation, **(510) 466-7236, or by dialing ext.# 7236** from any interior campus telephone or by using one of the “Emergency Blue Phones” located exclusively throughout the campuses and parking lots except at the Berkeley City College.

During non-hours of operation by Peralta Police Services (11:00 p.m. to 7:00 a.m.), persons in need should call the local Police Department for incidents at any of the College location or call “911” for Police, Fire or medical emergencies. **A Sheriff’s Technician is on duty 24 hours a day, seven days a week at Peralta Police Services.** They can and will assist in forwarding your call information to the appropriate authority. When individuals call Peralta Police Services for assistance, they will talk directly with a Sheriff’s Technician, who will ensure that a deputy is dispatched to their location.

Local Police Department and Non-Emergency Telephone Contact Information

College	Police Department	Phone #:
COA	City of Alameda, Police	(510) 337-8340
Berkeley City College (BCC)	City of Berkeley Police	(510) 981-5900
Laney College (LC)	City of Oakland, Police	(510) 777-3333
Merritt College (MC)	City of Oakland, Police	(510) 777-3333

While the deputy is being dispatched, do not hang up the telephone as the technician will be asking you questions which will give the responding deputy valuable information about your emergency. Initially, the information determines the swiftness of the police response and whether an ambulance, and/or fire department assistance will be needed.

Police Reports may be made in person at the Peralta Police Services patrol station headquarters, located at 333 E. 8th Street, Oakland, CA 94606. Police reports may also be made in person at the

on-campus Police Services offices located primarily in the student center buildings in each of the campuses.

Peralta Police Services Location and Phone Contact Information in all the Campuses

District/College	Room	Phone #:
District Administrative Center	Patrol Station HQ	(510) 466-7236
College of Alameda (COA)	Student Center, 1 st Floor, F-121	(510) 748-2327
Berkeley City College (BCC)	2 nd Floor, 2070 Allston Way, Berkeley, CA	(510) 204-9259
Berkeley Police Department	Lobby, 2050 Center Street (For Emergencies Only)	(510) 981-2975 911
Laney College (LC)	Forum Building, Rm. 100 & 101	(510) 464 -3512
Merritt College (MC)	Student Center, 2 nd Floor, R-117	(510) 436-2668

Individuals can phone Peralta Police Services at (510) 466-7236 a Sheriff's Technician, who answers telephones and emergency blue phones 24 hours a day, will ensure a Police Services Deputy Sheriff or the appropriate authority is contacted to assist you. Deputies may be out on patrol and may not be in these offices at all times; however, you can phone Police Services, and have them dispatched to your location, as necessary.

Individuals may phone Peralta Police Services and give crime information while remaining anonymous. They may simply phone Peralta Police Services and decline to give their name, phone number or other contact information and then relay crime information they are aware of. However, this may affect Police Services ability to properly investigate and obtain prosecutions on criminal activity; therefore, your full cooperation will be appreciated.

C. Security Personnel & Power of Authority

Alameda County Sheriff's Deputies assigned to the Peralta Community College District Police Services Unit have full peace officer powers and authority, pursuant to Section 830.1 of the California Penal Code. Each Deputy Sheriff has met all state standards and training requirements and has the same authority as municipal police officers. Peralta Police will request assistance from local police agencies for incidents which require resources that are not readily available at the Peralta College campuses.

Alameda County Sheriff's Technicians are also employed by Police Services, but they are not peace officers and they do not have peace officer powers or authority. Their arrest authority is identical to that of any private citizen.

Station duties primarily include: monitoring fire and security alarms, monitoring security cameras, keeping records and logs, answering telephones and handling radio communications. Individuals should be aware that security cameras are not a guarantee of your safety. Technicians carry radios and have the ability to contact Police Services to summon assistance if necessary.

Campus Safety Aides and Security Guards are also not peace officers. They are civilians that are contracted or employed by the Peralta Colleges, not the Sheriff's Office or Police Services. Their

primary duties include providing escort services for students and staff & observing and reporting any suspicious activities. Safety Aides also carry radios and have the ability to contact Police Services to summon assistance if necessary.

Police Services provide escort services on campus. Escorts are either police personnel or campus safety aides. For an escort call **(510) 465-3456** from any interior campus telephone.

D. Reporting to Other Campus Security Authorities (CSA)

While the College prefers that community members promptly report all crimes and other emergencies directly to the Police Department at **(510) 465-3456** or **9-1-1**, we also recognize that some may prefer to report to other individuals or College offices. The Jeanne Clery Act recognizes certain College officials and offices as Campus Security Authorities (CSA). The act defines these individuals as “officials of an institution who has 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.”

While the Colleges have identified a number of CSAs, we officially designate the following offices as places where campus community members may report crimes:

College of Alameda

Official	Location	Phone
Police Services	F-121	Emergency: 911 Emergency: (510) 465-3456 Non-Emergency: (510) 466-7236
Office of Student Life	F-217	(510) 748-2327
Office for the Prevention of Harassment and Discrimination (Title IX), Vice President of Student Services	A- 103	(510) 748-2204

Berkeley City College

Official	Location	Phone
Police Services		Emergency: 911 Emergency: (510) 981-2975 Non-Emergency: (510) 981-2900
Office of Student Life	Rm 151A	(510) 981-2877
Office for the Prevention of Harassment and Discrimination (Title IX), Vice President of Student Services	Rm 241 2 nd Floor	(510) 981-2810

Laney College

Official	Location	Phone
Police Services	Forum Bldg. Rm. 100 and 101	Emergency: 911 Emergency: (510) 466-7236 Non-Emergency: (510) 465-3512
Office of Student Life	SC Rm 412	(510) 464-3536

Office of the Prevention of Harassment and Discrimination (Title X), Vice President of Student Services	T-815	(510) 464-3244
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Merritt College

Official	Location	Phone
Police Services		Emergency: 911 Emergency: (510) 436-2668 Non-Emergency: (510) 466-7236
Office of Student Life	R-124	(510) 436-2477
Office of the Prevention of Harassment and Discrimination (Title X), Vice President of Student Services		(510) 436-2478

E. Pastoral and Professional Counselors

According to the Clery Act, pastoral and professional counselors who are appropriately credentialed and hired by the District/College to serve in a counseling role are not considered Campus Security Authorities when they are acting in the counseling role. As a matter of policy, the District/College encourages professional counselors to notify those whom they are counseling of the voluntary, confidential reporting options available to them.

F. Security Considerations for the Maintenance of Campus Facilities

The District/College is committed to campus safety and security. Locks, landscaping and outdoor lighting are designed for safety and security. Sidewalks are designed to provide well-traveled, lighted routes from parking areas to buildings and from building to building. Grounds keeping personnel trim shrubs from sidewalks, walkways, and building entrances to make sure routes to buildings are in good repair. All campus walkways are inspected regularly to ensure adequate lighting. Burned-out lights are replaced promptly.

We encourage community members to promptly report any security concern, including concerns about locking mechanism, lighting, or landscaping to the **Office of Business Services**. [A map showing campus buildings and pathways is available here.](#)

G. Campus Business Hours

The campus and parking lots are closed during non-business/work hours. The parking lot gates are locked and secured by 11:00 p.m. All buildings are equipped with intrusion alarm systems and/or live video cameras which notify Police Services when unauthorized persons have entered a building. Police Services responds to all alarms.

If there is a need to be on campus or in buildings after regularly scheduled work hours, it is imperative that faculty and staff be issued a conditional access pass from their department head and cleared through the business manager. Police Services must receive a copy of the conditional access pass and be notified prior to entering the facility.

H. Crime Prevention

Crime Prevention is the responsibility of all staff and students. Members of the campus community should be aware of their surroundings and of circumstances, which seem out of the ordinary. Willingness to look out for each other and to report all suspicious individuals or activities to the police will help to ensure that the campus will be a safe, secure place to work and to study.

Do not take chances! Reporting suspicious individuals and activities allow the police to respond to the situation and often prevent a crime from occurring. Your reports help law enforcement to better identify specific problems and to allocate its resources accordingly.

Peralta Police Services maintains safety, security and crime prevention information in the “Personal Safety on Campus” brochures, which are distributed on each campus and also located at Peralta Police Services (333 E. 8th St., Oakland, Ca.). Peralta Police Services also maintains daily campus police logs of criminal activity known to be occurring on and about the Peralta college campuses. These logs are open for public viewing at our patrol station (333 E. 8th St., Oakland, Ca.).

In addition, Peralta Police Services issues timely reports to campus officials, regarding crimes, which pose an on-going threat to other students or employees. These timely reports are normally in the form of a “Campus Safety Alert” flyer, produced by police services and distributed by campus officials or their designee. The District and Colleges also have the capability to send emergency text messages, emails and voice-recorded messages through its contract with Blackboard Connect.

In an effort to provide timely notice to the campus community in the event of a Clery Act crime that may pose a serious or ongoing threat to members of the community, the Peralta Community College District issues “Crime Alerts” using the Blackboard Connect. The purpose of these Crime Alerts is to notify the campus community of the incident and to provide information that may enable community members to protect themselves from similar incidents. PCCD will issue Crime Alerts whenever urgent matters such as bomb or terrorist threats or computer system threats.

Police Services also gives periodic lectures to staff and students throughout the school year regarding crime prevention, safety and security issues, as well as procedures and practices that encourage responsibility for personal and community safety on and about the Peralta campuses.

I. Safety Tips on Campus

1. Never leave valuables inside your car, which are visible from outside of your vehicle.
2. Lock your car door after entering or leaving your vehicle.
3. When returning to your vehicle, look around and also look inside your car to ensure entry is safe. Have your keys in your hand to speed your entry.
4. Use well-lighted paths to and from the parking areas. If walking alone, carry a whistle.
5. Avoid walking alone. Use the “Buddy System” or request a Safety Aide escort.
6. Know the location of telephones and “Emergency Blue Phones” on campus.
7. Do not leave purses, wallets, tote bags, books, backpacks, etc. unattended, even momentarily.

8. Lock your bicycle to the bike rack and loop chain/cable through the frame, tires and bike rack.
9. When working after hours, notify police services of your location. Lock all doors leading to the area you are in.

J. Emergency Blue Phones

Emergency blue phones have been installed in various locations on the campuses for your protection and use. The presence of these phones on campus cannot guarantee your safety, but can play an important role in your personal security and the security of the campuses in general. If you are new to the District/College, familiarize yourself with the location of the blue phones along your route.

In case of an emergency, press the RED emergency button, this will connect you directly with a Peralta Police Services Technician. The RED button may be activated in situations that you feel may require an emergency response from the police.

III. District/College's Response to Sexual Violence, Dating, & Domestic Violence and Stalking

The District/College recognizes that sexual assault, dating & domestic violence, and stalking are serious issues. The District/College seeks to ensure that members of its campus community are aware that such behavior is prohibited by law and by District/College policy, and that the District/College will not tolerate acts of sexual assault, dating & domestic violence, or stalking in any form, including rape, on its campuses.

The Peralta Community College District (PCCD), of which College of Alameda, Laney College, Merritt College and Berkeley City College are a part, has adopted [Board Policy 3540](#) and [Administrative Procedure 3540](#), Sexual and Other Assaults on Campus. The policy is a statement of the District/College's commitment to educate the college community in order to prevent occurrences of sexual violence. The District/College will provide information to all faculty, staff, and students regarding the definitions of sexual assault, dating & domestic violence, and stalking, how to prevent them, and how to report incidents of sexual assault, dating & domestic violence, or stalking. The District/College will provide assistance and support to victims of sexual assault, dating & domestic violence, and stalking and take appropriate actions to correct and discipline behavior that is found to violate the District/College policy or state regulations regarding these offenses.

The District/College's goals are to create a supportive climate that encourages each victim/survivor of sexual violence, dating & domestic violence, and stalking to report the incident(s) and to provide support and information to assist her/him in dealing with these traumatic events, while respecting the victim/survivor's right to choose whether or not to report. The District/College also intends to promote campus safety through prompt and confidential reporting of sexual violence incidents to appropriate campus officials.

A. Definitions

Complainant:

A student, faculty, staff, administrator, visitor, or invitee of District/College who believes herself/himself to have been a victim/survivor of sexual assault, dating & domestic violence, or stalking and who engages the District/College's sexual assault complaint procedure. If the alleged perpetrator of sexual assault, dating & domestic violence, or stalking is a faculty or staff member at District/College, the victim/survivor will have the option of initiating a complaint with the Peralta Community College District (PCCD).

Rape:

The California Penal Code prohibits acts of rape, some of which are summarized as follows: (a) sexual intercourse against a person's will accomplished by force or threats of bodily injury; sexual intercourse against a person's will where the person has reasonable fear that she/he or another will be injured if she/he does not submit to the intercourse; (c) sexual intercourse where the person is incapable of giving consent, or is prevented from resisting, due to alcohol or drugs, and this condition was known, or reasonably should have been known by the accused; (d) sexual intercourse where the person is incapable of resisting because she/he, at the time, is unconscious or asleep, and this is known to the accused; and (e) sexual intercourse where the person is

incapable of giving consent or resisting due to youth (under the age of 18), and this condition was known, or reasonably should have been known by the accused. (See also California Penal Code 261.)

Sexual Assault:

Sexual Assault includes threats of sexual violence (section 67385(d) Calif. Ed. Code), incest (between persons who are related to each other within the degrees wherein marriage is prohibited by law), statutory rape (with a person who is under statutory age of consent), and, as defined by the California Penal Code, forced sodomy (anal intercourse), forced oral copulation (oral-genital contact), rape by foreign object (forced penetration, however slightly, by a foreign object, including a finger, into a genital or anal opening), and sexual battery (the unwanted touching of an intimate part of another person for the purpose of sexual arousal). It also includes situations when the accused sexually assaults a complainant incapable of giving consent, including where the complainant is prevented from resisting due to alcohol or drugs or youth (under the age of 18) and this condition was known, or reasonably should have been known by the accused. Except where otherwise necessary, this policy will hereinafter refer to both rape and sexual assault simply as "sexual assault."

NOTE:

Forced intercourse or other unwanted sexual contact is defined as sexual assault whether the assailant is a stranger or an acquaintance of the complainant. Intoxication of the assailant shall not diminish the assailant's responsibility for sexual assault.

Affirmative Consent:

"Affirmative consent" is defined as an affirmative, conscious, and voluntary agreement to engage in sexual activity. Under the law, neither the lack of protest or resistance nor silence constitutes consent, and consent may be withdrawn at any time. Affirmative consent must be given by all parties to sexual activity.

NOTE:

It is not a valid excuse that the accused believed the complainant consented if: (A) the accused's belief arose from his or her own intoxication or recklessness, or (B) the accused did not take reasonable steps to ascertain whether the complainant affirmatively consented. Similarly, it will not be a valid excuse that the accused believed the complainant affirmatively consented where the accused knew or reasonably should have known that the complainant was unable to consent because he or she was: (A) asleep or unconscious, (B) incapacitated due to drugs/alcohol/medication, or (C) unable to communicate due to a mental or physical condition.

B. SaVE Act Definitions

Sexual assault

The Campus SaVE Act defines sexual assault, as "an offense classified as a forcible or non-forcible sex offense under the uniform crime reporting system of the Federal Bureau of Investigation."

Dating violence "Violence committed by a person— (A) who is or has been in a social relationship of a romantic or intimate nature with the victim; and (B) where the existence of such a relationship shall be determined based on a consideration of the following factors: (i) the length of

the relationship (ii) the type of relationship (iii) the frequency of interaction between the persons involved in the relationship”

Domestic violence “Felony or misdemeanor crimes of violence committed by a current or former spouse of the victim, by a person with whom the victim shares a child in common, by a person who is cohabitating with or has cohabitated with the victim as a spouse, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction or by any other person against an adult or youth victim who is protected from that person’s acts under the domestic or family violence laws of the jurisdiction.”

Stalking

“Engaging in a course of conduct directed at a specific person that would cause a reasonable person to—

- (A) Fear for his or her safety or the safety of others; or
- (B) Suffer substantial emotional distress”

C. Bystander Intervention

To prevent gender-based violence, it is important that people are approached as potential witnesses or bystanders to behaviors related to sexual or dating violence. If you witness these behaviors, there are certain ways you can step up to prevent a risky situation from getting

In order to intervene, first someone has to:

1. **Notice the incident**

Bystanders first must notice the incident taking place. It's important to become attune to what situations may be risky; i.e., if you're at a party, and you see someone stumbling as they're being led into a different room, this is a risky situation.

2. **Interpret the incident as emergency**

By "emergency," we mean a situation wherein there is risk of sexual or domestic violence occurring in the near future.

3. **Assume responsibility for intervening**

It has been found that often, people believe that someone else will help in a situation where there are many people around. However, it is important to realize that others may also be thinking the same thing. If you're unsure if you should do something, ask a friend what they think -- it might be the case that they've been thinking the same thing.

4. **Have the bystander intervention skills to help**

There are a number of different techniques that someone can use to intervene in a risky situation, some of which we've listed below.

Bystander Intervention Techniques (the 4 Ds)

(Please remember that your safety is of the utmost importance. When a situation that threatens physical harm to yourself or another student, ask someone for help or contact the Police.)

- **Direct:** Step in and address the situation directly. This might look like saying, "That's not cool. Please stop." or "Hey, leave them alone." This technique tends to work better when the person that you're trying to stop is someone that knows and trusts you. It does not work well when drugs or alcohol are being used because someone's ability to

have a conversation with you about what is going on may be impaired, and they are more likely to become defensive.

- **Distract:** Distract either person in the situation to intervene. This might look like saying, "Hey, aren't you in my Spanish class?" or "Who wants to go get pizza?" This technique is especially useful when drugs or alcohol are being used because people under the influence are more easily distracted than those that are sober.
- **Delegate:** Find others who can help you to intervene in the situation. This might look like asking a friend to distract one person in the situation while you distract the other ("splitting" or "defensive split"), asking someone to go sit with them and talk, or going and starting a dance party right in the middle of their conversation. If you didn't know either person in the situation, you could also ask around to see if someone else does and check in with them. See if they can go talk to their friend, text their friend to check in, or intervene.
- **Delay:** For many reasons, you may not be able to do something right in the moment. For example, if you're feeling unsafe or if you're unsure whether or not someone in the situation is feeling unsafe, you may just want to check in with the person. In this case, you can combine a distraction technique by asking the person to use the bathroom with you or go get a drink with you to separate them from the person that they are talking with. Then, this might look like asking them, "Are you okay?" or "How can I help you get out of this situation?" This could also look like texting the person, either in the situation or after you see them leave and asking, "Are you okay?" or "Do you need help?"

D. District/College Responsibility

The District/College's first responsibility in responding to reports of sexual assault, dating & domestic violence, or stalking is attending to the needs of the individuals involved. All potential first responders who are affiliated with District/College shall go through a formal training on how to assist victims/survivors of sexual assaults. All reports of sexual assault are taken with the utmost seriousness, and the victim/survivor will be referred to the appropriate persons or units for assistance. The District/College is also responsible for ensuring that the individual charged with committing the assault is treated fairly. The alleged assailant will be presumed innocent until proven guilty and will be referred to appropriate services for assistance.

A District/College employee reporting a recent incident of sexual assault, dating & domestic violence, or stalking should be advised to speak to her/his supervisor. A student should be directed to the College's Vice President of Student Services. Each also should be directed to the Peralta Sheriff Department for reporting or other options as appropriate. It is not the function of any campus representative to urge a particular course of action upon the victim/survivor.

E. Confidentiality

All affected individuals will be accorded the right to privacy, and confidentiality will be maintained other than in circumstances where there is a need to know and to the extent permitted by District/College policy and California law. Extremely sensitive information is gathered during the investigation of a complaint of sexual assault, dating & domestic violence, or stalking. California law provides constitutional and statutory protection for the privacy of the individual and specifically allows a complainant of sexual violence to report as "Jane Doe" or "John Doe" in order to maintain confidentiality. To protect the individual's privacy rights, the names of individuals or

other identifying information, especially which contained in written documents and notes, will only be disclosed to third parties if prior written permission is given by the individual concerned or to those authorized by state or federal law to receive such information.

In cases of incidents involving students, the Vice President of Student Services or designee is responsible for initiating an investigation, in collaboration with Peralta Sheriff Department, and for proceeding with student disciplinary procedures, if deemed appropriate; and for ensuring that a student who is an alleged victim/survivor is kept informed of any ongoing investigation. Information shall include the status of any student disciplinary proceedings or appeal. The alleged victim/survivor is required to maintain any such information in confidence, unless the alleged assailant has waived rights to confidentiality.

F. Policy Summary

This policy applies to all members of the campus community, including students, faculty, staff, administrators, visitors, and invitees of the District/College.

Any sexual assault, dating & domestic violence, or stalking, including, but not limited to, rape, as defined by California Penal Code, whether committed by an employee, student, or member of the public, occurring on District/College property, or on an off-campus site or facility maintained by the District/College, or on grounds or facilities maintained by a student organization, is a violation of the District/College policy and state regulations, and is subject to all applicable punishment, including criminal procedures and employee or student discipline procedures. It is also District/College policy to actively prevent sexual assault, dating & domestic violence, and stalking. The District/College maintains a zero tolerance standard concerning sexual assault, dating & domestic violence, and stalking.

G. District/College Procedures to Complaint of Sexual Assault, Dating & Domestic Violence, and Stalking

The College's Vice President of Student Services or designee, shall have primary responsibility for providing information to students regarding procedures for reporting incidents of sexual assault, dating & domestic violence, and stalking and for processing reported incidents of sexual assault, dating & domestic violence, and stalking involving students through the [District/College's Student Standards of Conduct, Discipline Procedures and Due Process AP 5500](#). The purpose of this procedure is to provide a prompt and equitable means to address violations of the Student Standards of Conduct, which ensures to the student or students involved the due process rights guaranteed them by state and federal constitutional protections. This procedure will be used in a fair and equitable manner, and not for purposes of retaliation. It is not intended to substitute for criminal or civil proceedings that may be initiated by other agencies.

The Vice President of Student Services or designee shall provide each affected individual with the following: a copy of the District/College policy on sexual assault, including the documents "What to Do If You Are Sexually Assaulted/Raped" and "Victim/Survivor's Rights," a list of Campus representatives to be notified if the complainant (victim/survivor) consents, a description of available services and the persons on campus available to provide those services if requested, and a description of procedures for criminal prosecution, civil prosecution (i.e., lawsuit), and College disciplinary procedures.

If the accused student and victim/survivor have contact within academic buildings, the Vice President of Student Services or designee will determine whether a directive to refrain from contact with the alleged victim/survivor should be issued to the alleged perpetrator. The Vice President of Student Services or designee will be responsible for making the determination whether interim suspension should be invoked against the alleged perpetrator. The Vice President of Student Services or designee will also work to provide reasonable accommodations to protect the rights of involved parties when an order of protection, restraining order, or similar lawful order has been issued through courts or the college.

At the request of the complainant (victim/survivor) and upon the receipt of a written and signed complaint or verbal report, the Vice President of Student Services or designee shall initiate an investigation and notify the District/College **Sheriff Department at (510) 466-7236 (District Office) or at the on-site campus Sheriff Department**. If the Vice President of Student Services or designee determines that circumstances so warrant, an investigation shall be initiated with or without the consent of the complainant.

The Vice President of Student Services or designee shall notify the appropriate faculty, staff or students, and the alleged assailant that an investigation is underway and provide the names of the parties involved.

Pursuant to the College's Student Discipline Procedures, the Vice President of Student Services or designee shall conduct a prompt, full, and impartial investigation. The complainant is entitled to due process and shall have an opportunity to present evidence and a list of relevant and material witnesses. The Vice President of Student Services or designee will receive annual training on the issues related to dating violence, domestic violence, sexual assault, and stalking and on how to conduct an investigation and hearing process that protects the safety of victims and promotes accountability.

During sexual misconduct complaint proceedings, the College has a range of sanctions available. Any sanctions described in the Code of Student Conduct may be imposed in response to a sexual misconduct complaint. Sanctions include without limitation exclusion, probation, suspension and dismissal.

H. Prohibition on Retaliation

It is unlawful for anyone to retaliate against someone who files an unlawful discrimination complaint, who refers a matter for investigation or complaint, who participates in an investigation of a complaint, represents or serves as an advocate for an alleged victim or alleged offender, or who otherwise furthers the principles of the unlawful discrimination policy. Complainants, Respondents, witnesses and other participants in investigations, both formal and informal, will be advised against retaliation as part of this process, and will be advised that retaliation will lead to disciplinary action, up to and including dismissal from District employment or expulsion (students).

I. Education and Prevention Programs

Representatives from the Crisis Team, Peralta Sheriff Department, Wellness Services, Counseling Department, and other appropriate representatives provide education and prevention information about sexual assault, bystander intervention, ongoing prevention and awareness campaigns, primary prevention programs, and risk reduction. These departments develop programs available throughout the year to prevent dating violence, domestic violence, and

stalking and to discuss healthy relationships, healthy sexuality, communication and personal boundaries. Written information about campus and community based health, mental health, victim advocacy, legal assistance, visa and immigration assistance, student financial aid, and other services available for victims will be available to all students and employees. Information on Sexual Assault Prevention/ Awareness is also provided as part of the College's mandatory student orientation. College representatives from the aforementioned departments will also post prevention and education information on sexual violence on District/College websites. Sexual Assault information is available in the Peralta Wellness Center/College of Alameda/Berkeley City College/Laney College/Merritt College Mental Health Center, College Sheriff, and on the College of Alameda website (<http://alameda.peralta.edu/health-services/sexual-violence-prevention-education/>). Information on Sexual Assault Prevention/ Awareness is also provided as part of the College's mandatory student orientation.

J. Procedure Summary

If an individual is assaulted, victimized, or stalked on campus, she/he is strongly urged to call (510) 465-3514 for the Peralta Sheriff Department or Mental Health Counselor in any of the college campuses. Additionally, if the victim/survivor prefers, and the offices are open, she/he may obtain services through the Vice President of Student Services or designee, the Peralta Wellness Center, Mental Health Services and/or any of the Deans.

District/College Contact Information for Mental Health Counseling

District	Peralta Wellness Center	(510) 464-3134
College of Alameda	Mental Health Counselor	(510) 748-2320
Berkeley City College	Mental Health Counselor	(510) 981-2894
Laney College	Mental Health Counselor	(510) 464-3535
Merritt College	Mental Health Counselor	(510) 436-2533

If a student or employee reports that a student or employee has been a victim of dating violence, domestic violence, sexual assault, or stalking, whether the offense occurred on or off campus, the school will provide the student or employee a written explanation of the student's or employee's rights and options.

District/College will investigate all allegations of sexual assault, dating & domestic violence, and stalking and initiate appropriate disciplinary, criminal, or legal actions, with the cooperation of the victim/survivor. We understand and affirm the right of victims/survivors to choose whether or not to report incidents of sexual assault, dating & domestic violence, and stalking. If a victim/survivor chooses to report an incident of sexual assault, dating & domestic violence, or stalking, she/he should do so as soon as convenient, and preferably within 72 hours. The victim/survivor should report the incident, including date or acquaintance rape, to the Peralta Sheriff Department at (510) 465-3514 or 911.

The victim/survivor should make every attempt to preserve any physical evidence of the assault. This may include a voluntary medical exam, not showering, or disposing of any damaged clothing, or other items that are present during/ after the assault. If assaulted on District/College property, the victim/survivor shall seek medical attention at the nearest Peralta Campus Wellness Center or counseling from the nearest Campus Mental Health Center or call the Vice President of Student

Services or designee on your campus during regular business hours. The contact information for each type of service is shown below:

District/College Contact Information for Mental Health Counseling

Peralta Location	Wellness Center Address/Hours	Wellness Center Contact Phone	Mental Health Address/Hours	Mental Health Contact Phone
College of Alameda	F- 105 Mon.- Thur. 9:00am- 4:00pm	(510) 748-2320	F- 105 Tues.- Thursday 9:00am- 4:00pm	(510) 748-2320
Berkeley City College	2070 Allston Way Suite 203 Mon. and Wed. 9:30am- 4:30pm	(510) 981-2894	Mon. and Thur. 9:00am-3:00pm Tuesdays 9:00 am- 4:00pm	(510)981-2919 Email: bccccounselor@gmail.com
Laney College/District	SC-410 Tues. and Thurs. 9:00am-5:00pm	(510) 464-3384	SC-414 Mon-Thurs. 8:30am-4:30pm	(510)464-3535
Merritt College	R-106 Mon. - Wed 9:00am – 4:00pm Thursday 12:00pm-6:00pm Friday 9:00am-12:00pm	(510)384-4930	R-106 Tues.- Thur. 9:00am-5:00pm	(510) 436-2533

During after hours, she/he should call the Peralta Sheriff Department at (510) 465-3514. If assaulted on non-District/College property, the victim/survivor should seek medical care at the Highland Hospital Sexual Assault Center (Alameda County) and contact the Local Police Department.

If the victim/survivor was assaulted on a non-District/College property, she/he should call Highland Hospital Sexual Assault Center (Alameda County) (510) 534-9290, or dial 911 and seek the assistance of the local police, San Francisco County Trauma Recovery Center (415) 437-3000, National Rape Crisis Hotline/Nationwide RAINN: 1 (800) 656-4673, Bay Area Women Against Rape (BAWAR) in Oakland 24-hour crisis line: (510) 845-7273, and (510) 430-1298 (Office).

Please ask the victim/survivor to seek professional psychological counseling service as soon as convenient. District/College representatives/Crisis responders who respond and support the victim/survivor are also encouraged to seek psychological counseling services as soon as convenient.

With a finding of culpability, District/College disciplinary procedures will be initiated on the perpetrators, ranging from suspension to expulsion. Due process and privacy will be afforded to the accuser and the accused.

Counselors are encouraged to inform any persons they are counseling of any procedures to report crimes on a voluntary, confidential basis for inclusion in the annual disclosure of crime statistics.

IV. Drugs & Alcohol on District/College Campus

Federal law requires District/College to notify annually all faculty, staff, and students of certain information pertaining to the unlawful possession, use, or distribution of illicit drugs and alcohol on its property or as part of its activities. The information included in this report complies with the Drug-Free Schools and Campuses regulations' annual notification requirements.

It is the policy of the Peralta Community College District to implement and maintain the provisions of the Drug-Free Schools and Community Act of 1989. District/College policy clearly prohibits the unlawful possession, use or distribution of illicit drugs or alcohol by students or employees on campus or as a part of its activities. Any student or employee in violation of this policy is subject to disciplinary action up to and including expulsion from the College, criminal penalties or termination of employment for violations of the standards of conduct.

Possession, use, or sales of alcoholic beverages by anyone on the District/College campus is a misdemeanor pursuant to [Section 25608 of the California Business and Professions Code](#). 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. Criminal prosecution is separate from any administrative discipline that may be imposed by the College. [A full overview of Student Standards of Conduct, Discipline Procedures and Due Process \(AP 5500\) is available here.](#) More Drug and Alcohol policy information is available at the [College Health Services Website](#).

A. Smoking

Smoking is prohibited in all indoor and outdoor Peralta Community College District's ("PCCD") campus locations and District Administrative Centers, except for the following areas:

- Berkeley City College: No exceptions designated.
- College of Alameda:
 - The area immediately outside the southwest corner of parking lot B;
 - The grass area immediately to the east of the southernmost parking lot which is near buildings A and L.
- Laney College: No exceptions
- Merritt College: All parking lots, except parking lots adjacent to the child care center, between buildings A & D, and the faculty and staff parking lot behind the A Building.
- District Administrative Center Offices: 50 feet away from all buildings in the parking lot behind the main Administrative Office building.

More information can be found in [AP 3570](#) including penalties and enforcement procedures.

B. Drug & Alcohol Abuse Prevention Programs

Alcohol and drug problems are serious but treatable issues. These problems can lead to emotional, relational, financial, psychological, and severe health consequences. They are potentially life threatening if they are not addressed. Students and employees with concerns about their substance use are encouraged to seek treatment. District/College provides Mental Health and Substance Abuse Counseling available to all students and can help refer faculty and staff to appropriate services. More alcohol and drug information and resources can be found at the

[District/College Health Services website](#) or visit Mental Health Services located **in student union building in each of the college campus.**

The District has established an Employee Assistance Program to help employees manage life's challenges including drug dependency and alcohol abuse. Eligible employees are encouraged to contact the Employee Assistance Program for assistance especially in the case of drug dependency or alcohol abuse. The District will provide new eligible employees with a complete description of the employee assistance program and will annually remind continuing employees to seek assistance if needed.

C. Alcohol Poisoning

Alcohol Poisoning is a Medical Emergency.

Call for help. You could save someone's life. 9-1-1

Know the signs:

- Passed out or too weak to wake
- Cold, clammy, pale, or bluish skin
- Slowed breathing
- Vomiting while asleep or awake Know how to help:
- Turn a vomiting person on his or her side to prevent choking
- Clear vomit from the mouth
- Keep the person awake
- NEVER leave the person unattended

D. Warning Signs of a Substance Abuse Problem

1. **Changes in academic performance:** Slowed thinking, poor concentration, impaired reasoning, frequent absences from class. Absences on Mondays, Fridays and/or paydays. Tardiness and/or disciplinary problems.
2. **Moodiness, irritation, anger:** Loss of inhibitions. Exaggerated feelings of anger, fear, sadness and anxiety. Withdraws from hobbies, sports, or favorite activities. Overreacts to mild criticism Carelessness about personal appearance. Smells like alcohol.
3. **Social conflicts:** Making inappropriate statements. Involvement in fights. Legal trouble due to alcohol. Withdrawal from others, frequent lying, depression, paranoia. Giving up opportunities for social, recreational, and academic activities.
4. **Accidents and injuries:** Evidence of falls, cuts and bruises. Involvement in motor vehicle accidents due to alcohol.
5. **Increased interest in alcohol:** Talking about it, talking about buying it, talking about activities that center on alcohol use.

E. Places to Get Help

Drug & Alcohol Programs

Narcotics Anonymous	(510) 444-4673
Alcoholics Anonymous/Oakland	(510) 839-8900
Berkeley Addiction Treatment	(510) 644-0200
Narcotics Education League	(510) 536-4760

College of Alameda COA-Anonymous
Addiction support group

(510) 748-2320

F. Policies Specific to Employees

As a condition of employment, every employee shall abide by the terms of this policy. Any employee who violates this policy is subject to District sanctions, including dismissal, as well as criminal sanctions provided by federal, state, or local law. An employee may be required to participate in a drug abuse or drug rehabilitation program.

Please consult the policies pertaining to employees here:

- [Administrative Procedure 3550: Preserving a Drug Free Environment for Employees](#)

G. Peralta Board Policies & Administrative Procedures

- [Administrative Procedures 3560: Alcoholic Beverages](#)
- [Administrative Procedure 3551: Preserving a Drug Free Environment for Students](#)
- [Board Policy 3550: Drug Free Environment and Drug Prevention Program](#)

V. What to do in An Emergency

Read this section for an overview on ways to prepare for, and respond to an emergency, such as an earthquake or active shooter on campus incident. The District's General Services office and the College's Business Service's department is responsible for the campus Emergency Response Plan. This plan complies with the National Incident Management System (NIMS), the Standardized Emergency Management System (SEMS) and incorporates the functions and principles of the Incident Command System (ICS), the Master Mutual Aid Agreement (MMAA) and any other relevant programs. The plan incorporates NIMS and SEMS to facilitate the coordination between and among agencies in the event of an emergency or natural disaster. For extensive information on emergency preparedness, please refer to the District/College's Public Safety webpage: <http://peralta.edu/public-safety/>

A. Emergency Notification & Communication

Peralta Community College District ("PCCD") and its Colleges have plans for communicating with its campuses, via Blackboard Connect Network, that will be activated during an emergency. The Blackboard Connect Network system provides information and updates regarding emergencies directly to student cellphones, email accounts, and other electronic messaging devices. For certain emergencies, such as fire, building alarm systems will be used.

Mass telecommunications and digital communications should be utilized when there is a District/ College emergency or when an urgent need-to-know message warrants its' use and should be used sparingly and for emergencies only.

As the Blackboard Connect system works with student's information inputted into the District's system, if you are new to PCCD and one of its Colleges, please provide your contact information during enrollment process or to the Admissions and Records office to ensure you are included in all emergency announcements. You may update your contact information online in the [student Passport system](#)

B. Confirming the Existence of a Significant Emergency or Dangerous Situation and Initiating the Emergency Notification System

The Police and/or other campus stakeholders 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 Police or upon discovery during patrol or other assignments. In the event of an emergency, the College will notify affected members of the campus community without delay, taking into account the safety of the community unless issuing a notification will, in the professional judgment of the Sheriff or their designees, compromise efforts to assist a victim or to contain, respond to, or otherwise mitigate the emergency. College and/or local first responders on the scene of a critical incident or dangerous situation will assist those preparing the emergency notification with determining what segment or segments of the College community should receive the notification. Generally, campus community members in the immediate area of the dangerous situation (i.e., the building, adjacent buildings, or surrounding area) will receive the emergency notification first. The College may issue subsequent notifications to a wider group of community members. If the emergency affects a significant portion of the entire campus, College officials will distribute the notification to the entire campus community.

C. Determining the Contents of the Emergency Notification

The District/College in conjunction with Peralta Police Services will determine the contents of the notification based on each situation. The College has developed a wide range of template messages addressing several different emergency situations. The individual authorizing the alert will select the template message most appropriate to the ongoing situation and modify it to address the specifics of the present incident. In those cases where there are no predetermined template messages in the system, the individual authorizing the alert will develop the most succinct message to convey the appropriate information to the community. The goal is to ensure that individuals are aware of the situation and they know the steps to take to safeguard their personal and community safety.

B Procedures for Disseminating Emergency Information

In the event of a situation that poses an immediate threat to members of the campus community, the College has various systems in place for communicating information quickly. Some or all of these methods of communication may be activated in the event of emergency notification to all or a segment of the campus community. These methods of communication include the mass notification system Blackboard Connect, the College's email system, and verbal announcement within a building and public address systems on police cars. The College will post updates during a critical incident on the homepage. If the situation warrants, the College will establish a telephone call-in center to communicate with the campus community during an emergency situation. If the District/College activates its emergency notification system in response to a situation that poses an immediate threat to members of the campus community, several offices at the College are responsible for notifying the larger community about the situation and steps the College has taken to address the emergency. Primarily, Public Information is responsible for crisis communications and for maintaining communications with national, regional, and local news and radio outlets.

E. Emergency Preparedness Drills and Tests

District/College conducts periodic drills and test of its emergency procedures. If you are notified of a drill or test, please follow all provided instructions as these instructions are designed for your safety. If you find yourself part of an unannounced drill or test, please treat this type of drill as an actual emergency and follow instructions. You may be notified of drills and test with the Blackboard Connect Network System, or by campus announcements and postings. Please pay attention to all information on Emergency Preparedness drills and test.

Annually, the District campuses conduct emergency management drills and exercises to test emergency procedures. The scenarios for these exercises change from year-to-year, and may include several departments from across each campus. To ensure the District/College emergency management plans remain current and actionable, each College will conduct an emergency management exercise, at a minimum once yearly. These exercises may include drills, tabletop exercises, emergency operations center exercises, or campus-wide emergency response exercises. The District/College conducts after-action reviews of all emergency management exercises above a tabletop exercise. In conjunction with at least one emergency management exercise each year, the District/College will notify the community of the exercise and remind the community of the information included in the District/College's publicly available information regarding emergency response procedures.

F. Emergency Response Tips

Tell Others You're Safe

The Red Cross hosts a virtual bulletin board that will enable you to report your location and leave messages for concerned family and friend during and after an emergency. The Red Cross "Safe and Well" website is <http://safeandwell.communityos.org>.

1. Prepare for an Earthquake

Learn evacuation routes and participate in evacuation drills. Review the Evacuation Route signs posted near the entrance to the building or near elevators.

Review the Emergency Procedures Flipchart in your classroom. An Emergency Procedures Flipchart is posted in each classroom. If you do not see an Emergency Procedures Flipchart in your classroom, please alert your instructor or call the college business office. Once staff is alerted, the missing Emergency Flipchart will be replaced.

2. Evacuation and Disability

If you are disabled, please provide specific instructions in advance that will direct any volunteer rescue attempt on your behalf. Know where you can shelter safely in buildings.

3. Prepare Emergency Kits

Put together an emergency kit with personal supplies including flashlight, spare batteries, food bars, prescription medicines, extra glasses/contact lens with solution and other necessary personal supplies. Your kit should include a hardcopy list of emergency telephone numbers for your family and friends.

4. Active Shooter on Campus

If you witness any armed individual on campus, immediately call Peralta Police at 911 from any campus phone or at 510-466-7236. If sheltering or escaping from danger is impossible, you should remain quiet, but we encourage you to DO SOMETHING.

5. Fleeing

If it is possible to flee the area safely and avoid danger, do so. If it is safe to do so, consider:

Escaping the area

Moving to the central and secure area within the building

In case you must flee, go far away from the shooting scene and then contact Police and notify them of your location. Do not attempt to flee if the shooter is in your escape route. If you are unsure of the shooter's whereabouts, do not attempt to flee.

6. Hiding

If it is not possible to flee the area of danger, then:

Go dark. Turn off the lights if safe to do so.

Lock windows and doors, if possible and safe to do so,

Get everyone down on the floor or under desk and out of the line of fire.

Remain quiet.

7. Notifying Others

Attempt to get the word out to others in your building or nearby if possible safely.
Dial 911 or call Peralta Police at 510-466-7236 to notify police of your location, if safe to do so.
Do not pull the Fire Alarm.

8. If the Shooter confronts you

Law Enforcement does not have a single guaranteed procedure to address this situation.
Attempting to negotiate with the shooter may be very dangerous
Attempting to overcome or overpower the shooter with force is dangerous that should be considered in the most extreme circumstances
Attempting to remain quiet is also dangerous
If you feel you must act, then do something.

9. Wait for a Valid "All-Clear"

Wait for an "all-clear" from an authorized person or campus personnel you recognize and trust. If the staff and other students do not respond to the "all clear," remain cautious until the situation is known to be safe. There may be more than one shooter, or the shooter maybe employing tactics, such as a FALSE "all clear" to trick you or others into revealing their positions. Remain cautious until you feel the situation is safe.

10. After a Valid "All-Clear"

Follow all instructions from Police and college officials. Keep your hands in plain sight and make no threatening gestures or movements as you leave the area. Do not disturb the area if it was involved in the crime or may have been involved in the crime.

11. In the Case of Fire

Fire safety is everyone's responsibility and your preparation, awareness and response can save your life and the lives of others. Review the Emergency Flipchart in your classroom for information on responding to a fire. Locate and learn the building's evacuation routes posted near entrances and elevators. Locate and memorize the locations of Fire Alarm Pull Stations in the building.

If you become aware of a fire, pull the fire alarm and call Peralta Police at 911 or 510-466-7236.

12. Fire Evacuation

Take all Fire Alarms Seriously!
Evacuate the building immediately
If safe to do so, take wallet, purse, keys, and backpacks.
Feel door handles, if they are warm, do not open them. Take the alternate evacuation route or find another way out of the building.
Close doors behind you.
If smoke is a threat, stay low where the air is cleaner and cooler.
Never use elevators.
Once outside, Do Not Go back into the building until you receive a valid "All-Clear"

13. If you are on fire

Stop, Drop and Roll on the ground to extinguish flames. Quickly cool any burns with water and seek immediate medical attention.

14. In the case of other threats

District/College Emergency Preparedness Program evaluates all possible threats to and hazards in your college community. Please refer to the Emergency Procedure Flipchart for what to do in the following:

- First Aid Supplies
- Medical Emergencies
- Gunfire, Shooter, Sniper
- Explosion
- Aircraft Crash
- Civil Disturbance
- Hazardous Materials Release
- Bomb Threats
- Utility Failure

E. Weapons on Campus

For the safety of everyone, all types of weapons are strictly prohibited on campus. This includes, but is not limited to: firearms, ammunition, explosives, air guns, slingshots, firecrackers, fireworks, cherry bombs, metal knuckles, billy clubs and illegal dirks/daggers and knives.

The Alameda County Sheriff's Office/Peralta Police Services Administrative Sergeant, or designee, prepares the annual campus crime statistics. The information is available at the end of this report and in the personal safety handbook prepared by the Peralta Community College District. These handbooks are also located at the Peralta Police Services patrol station at 333 East 8th Street, Oakland, Ca.

The campus crime statistics are listed for the previous three years and are updated on an annual basis. You can also visit our Alameda County Sheriff's Office/Peralta Police Services website at https://www.alamedacountysheriff.org/les_peralta_stats.php?College-of-Alameda-1

The Alameda County Sheriff's Office/Peralta Police Services Unit makes a good faith effort to secure each campus crime statistics from appropriate campus officials, other than law enforcement agencies, and from our own crime data.

These efforts include contacting local police agencies where Peralta colleges are located and obtaining their crime data and statistical information regarding reports they may have taken on/or about the campus or at college sponsored activities.

Police services also sends out an annual letter to appropriate campus authorities requesting that they ensure that the required campus officials notify police services of any crime and statistical information to be included in the annual report. Annual crime statistics are gathered from both police and non-police campus officials, who are required to provide such information. (See enclosed crime statistics graphs for College of Alameda, Berkeley City College, Laney College and Merritt College)

VI. Megan's Law Information

In 2005, sex offender information will no longer be available via CD-ROM at your local law enforcement agency. A new California law was signed by Governor Schwarzenegger (AB 488) that requires detailed information on sex offenders be posted on the California Attorney General's web site www.caag.state.ca.us.

California Penal Code #290.01 – Sex Offenders Required to Register with Campus Police

Effective October 28, 2002, every person required to register under Section 290 of the California Penal Code, who is enrolled as a student of any university, college, community college, or institution of higher learning, or is, with or without compensation, a full-time or part-time employee of that university, college, community college, or other institution of higher learning, for more than 14 days, or for an aggregate period exceeding 30 days in a calendar year, shall, in addition to the registration required by Section 290, register with the campus police department within five working days of commencing enrollment or employment at that university, college, community college, or other institution of higher learning, on a form as may be required by the Department of Justice.

The terms "employed or carries on a vocation" include employment whether or not financially compensated, volunteered, or performed for government or educational benefit. The registrant shall also notify the campus police department within five working days of ceasing to be enrolled or employed, or ceasing to carry on a vocation, at the university, college, community college, or institution of higher learning. Failure to comply is a misdemeanor crime, punishable on the first offense, by a fine up to \$1000.00 and on the second offense by a fine and confinement in the county jail. The above would apply to anyone required to register under 290 P.C. who attends, works (with or without compensation), or carries on a vocation at, a private or public university, college, community college, or institution of higher learning, including any students, faculty, staff (paid or non-paid), contractors and transients.

If the university, college, community college, or institution of higher learning has no campus police/sheriff's department, then the person must register with the local law enforcement agency having jurisdiction over the college.

All of the above requirements are in addition to the current requirement of persons subject to 290 P. C. to register with the local law enforcement agency within the jurisdiction where the registrant resides.

The above-described persons at these campuses must register with the Alameda County Sheriff's Office/Peralta Police Services Unit. This unit is located at 333 E. 8th Street, Oakland Ca. Anyone with questions regarding sex offender registration requirements should contact police services immediately. Police Services phone number is (510) 465-3456.

VII. Annual Disclosure of Crime Statistics

A. Crimes Reported by the Alameda County Sheriff's Office/ Peralta Police and Local Law Enforcement

Reported in accordance with Uniform Crime Reporting Procedures and the Jeanne Clery Disclosure of Campus Security Policy and Campus Statistics Act.

Total Crimes Reported For:	COLLEGE OF ALAMEDA						Non-Campus Building or Property			Public Property			Total		
Offense Type (includes attempts)	2011		2012		2013		2011	2012	2013	2011	2012	2013	2011	2012	2013
	Res.	Other	Res.	Other	Res.	Other									
Murder		0		0		0	0	0	0	0	0	0	0	0	0
Manslaughter		0		0		0	0	0	0	0	0	0	0	0	0
Forcible Sex Offenses		0		0		0	0	0	0	0	1	0	0	1	0
Non-Forcible Sex Offenses		0		0		0	0	0	0	0	0	0	0	0	0
Robbery		1		0		0	0	0	0	0	0	0	1	0	0
Aggravated Assault		0		4		2	0	0	0	0	0	0	0	4	2
Larceny		0		0		0	0	0	0	0	0	0	0	0	0
Burglary		2		1		0	0	0	0	0	0	0	2	1	0
Motor Vehicle Theft		1		1		1	0	0	0	0	0	0	1	1	1
Arson		0		0		0	0	0	0	0	0	0	0	0	0
Hate Crimes (by prejudices):		0		0		0	0	0	0	0	0	0	0	0	0
Race		0		0		0	0	0	0	0	0	0	0	0	0
Gender		0		0		0	0	0	0	0	0	0	0	0	0
Religion		0		0		0	0	0	0	0	0	0	0	0	0
Sex Orientation		0		0		0	0	0	0	0	0	0	0	0	0
Ethnicity		0		0		0	0	0	0	0	0	0	0	0	0
Disability		0		0		0	0	0	0	0	0	0	0	0	0
Domestic Violence		0		0		0	0	0	0	0	0	0	0	0	0
Dating Violence		0		0		0	0	0	0	0	0	0	0	0	0
Stalking		0		0		0	0	0	0	0	0	0	0	0	0

Res. = Residence DORMS (*NOTE - This Campus Does Not Have Any Residence DORMS)

Number of Arrests/Referrals for Select Offenses													Total				
Offense Type (includes attempts)	2011		2012		2013		2011	2012	2013	2011	2012	2013	2011	2012	2013		
	Res.	Other	Res.	Other	Res.	Other											
Liquor Law Violations:																	
Arrest		0		0		0	0	0	0	0	0	0	0	0	0		
Referral		0		0		0	0	0	0	0	0	0	0	0	0		
Drug Law Violations:																	
Arrest		0		0		2	0	0	0	0	0	0	0	0	2		
Referral		0		0		0	0	0	0	0	0	0	0	0	0		
Weapons Law Violations:																	
Arrest		0		1		0	0	0	0	0	0	0	0	1	0		
Referral		0		0		0	0	0	0	0	0	0	0	0	0		

Crimes Reported by the Alameda County Sheriff's Office/ Peralta Police and Local Law Enforcement (continued)

Reported in accordance with Uniform Crime Reporting Procedures and the Jeanne Clery Disclosure of Campus Security Policy and Campus Statistics Act.

Total Crimes Reported For:	BERKELEY CITY COLLEGE						Non-Campus Building or Property			Public Property			Total		
Offense Type (includes attempts)	2011		2012		2013		2011	2012	2013	2011	2012	2013	2011	2012	2013
	Res.	Other	Res.	Other	Res.	Other									
Murder		0		0		0	0	0	0	0	0	0	0	0	0
Manslaughter		0		0		0	0	0	0	0	0	0	0	0	0
Forcible Sex Offenses		0		0		0	0	0	0	0	0	0	0	1	0
Non-Forcible Sex Offenses		0		0		0	0	0	0	0	0	0	0	0	0
Robbery		1		0		0	0	0	0	0	0	1	1	0	1
Aggravated Assault		0		0		0	0	0	0	0	1	0	0	1	0
Larceny		0		0		0	0	0	0	0	0	0	0	0	0
Burglary		0		0		0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft		0		0		0	0	0	0	0	0	0	0	0	0
Arson		0		0		0	0	0	0	0	0	0	0	0	0
Hate Crimes (by prejudices):		0		0		0	0	0	0	0	0	0	0	0	0
Race		0		0		0	0	0	0	0	0	0	0	0	0
Gender		0		0		0	0	0	0	0	0	0	0	0	0
Religion		0		0		0	0	0	0	0	0	0	0	0	0
Sex Orientation		0		0		0	0	0	0	0	0	0	0	0	0
Ethnicity		0		0		0	0	0	0	0	0	0	0	0	0
Disability		0		0		0	0	0	0	0	0	0	0	0	0
Domestic Violence		0		0		0	0	0	0	0	0	0	0	0	0
Dating Violence		0		0		0	0	0	0	0	0	0	0	0	0
Stalking		0		0		0	0	0	0	0	0	0	0	0	0

Res. = Residence Dorms (*NOTE - This Campus Does Not Have Any Residence Dorms)

Offense Type (includes attempts)	2011		2012		2013		2011	2012	2013	2011	2012	2013	Total		
	Res.	Other	Res.	Other	Res.	Other							2011	2012	2013
Liquor Law Violations:															
Arrest		0		0		0	0	0	0	0	0	0	0	0	0
Referral		0		0		0	0	0	0	0	0	0	0	0	0
Drug Law Violations:															
Arrest		0		0		0	0	0	0	0	0	0	0	0	0
Referral		0		0		0	0	0	0	0	0	0	0	0	0
Weapons Law Violations:															
Arrest		0		0		0	0	0	0	0	0	0	0	0	0
Referral		0		0		0	0	0	0	0	0	0	0	0	0

Crimes Reported by the Alameda County Sheriff's Office/ Peralta Police and Local Law Enforcement (continued)

Reported in accordance with Uniform Crime Reporting Procedures and the Jeanne Clery Disclosure of Campus Security Policy and Campus Statistics Act.

Total Crimes Reported For:	LANEY COLLEGE						Non-Campus Building or Property			Public Property			Total		
Offense Type (includes attempts)	2011		2012		2013		2011	2012	2013	2011	2012	2013	2011	2012	2013
	Res.	Other	Res.	Other	Res.	Other									
Murder		0		0		0	0	0	0	0	0	0	0	0	0
Manslaughter		0		0		0	0	0	0	0	0	0	0	0	0
Forcible Sex Offenses		2		0		1	0	0	0	0	0	1	2	0	2
Non-Forcible Sex Offenses		0		0		1	0	0	0	0	0	0	0	0	1
Robbery		2		4		3	0	0	0	0	0	1	2	4	3
Aggravated Assault		5		8		5	0	0	0	0	0	0	5	8	5
Larceny		0		0		0	0	0	0	0	0	0	0	0	0
Burglary		12		14		4	0	0	0	0	0	0	12	14	4
Motor Vehicle Theft		8		9		4	0	0	0	0	0	0	8	9	4
Arson		0		0		0	0	0	0	0	0	0	0	0	0
Hate Crimes (by prejudices):		0		0		0	0	0	0	0	0	0	0	0	0
Race		0		0		0	0	0	0	0	0	0	0	0	0
Gender		0		0		0	0	0	0	0	0	0	0	0	0
Religion		0		0		0	0	0	0	0	0	0	0	0	0
Sex Orientation		0		0		0	0	0	0	0	0	0	0	0	0
Ethnicity		0		0		0	0	0	0	0	0	0	0	0	0
Disability		0		0		0	0	0	0	0	0	0	0	0	0
Domestic Violence		0		0		0	0	0	0	0	0	0	0	0	0
Dating Violence		0		0		0	0	0	0	0	0	0	0	0	0
Stalking		0		0		0	0	0	0	0	0	0	0	0	0

Res. = Residence Dorms (*NOTE - This Campus Does Not Have Any Residence Dorms)

Number of Arrests/Referrals for Select Offenses												Total			
Offense Type (includes attempts)	2011		2012		2013		2011	2012	2013	2011	2012	2013	2011	2012	2013
	Res.	Other	Res.	Other	Res.	Other									
Liquor Law Violations:															
Arrest	0	0	0	0		0	0	0	0	0	0	0	0	0	0
Referral	0	0	0	0		0	0	0	0	0	0	0	0	0	0
Drug Law Violations:															
Arrest	0	1	0	6		0	0	0	0	0	2	0	1	8	0
Referral	0	0	0	1		0	0	0	0	0	0	0	0	1	0
Weapons Law Violations:															
Arrest	0	3	0	1		0	0	0	0	0	0	0	3	1	0
Referral	0	0	0	0		0	0	0	0	0	0	0	0	0	0

Crimes Reported by the Alameda County Sheriff's Office/ Peralta Police and Local Law Enforcement (continued)

Reported in accordance with Uniform Crime Reporting Procedures and the Jeanne Clery Disclosure of Campus Security Policy and Campus Statistics Act.

Total Crimes Reported For:	MERRITT COLLEGE						Non-Campus Building or Property			Public Property			Total		
Offense Type (includes attempts)	2011		2012		2013		2011	2012	2013	2011	2012	2013	2011	2012	2013
	Res.	Other	Res.	Other	Res.	Other									
Murder		0		0		0	0	0	0	0	0	0	0	0	0
Manslaughter		0		0		0	0	0	0	0	0	0	0	0	0
Forcible Sex Offenses		0		0		0	0	0	0	0	1	0	0	0	0
Non-Forcible Sex Offenses		0		0		0	0	0	0	0	0	0	0	0	0
Robbery		2		0		0	0	0	0	0	0	0	2	0	0
Aggravated Assault		0		1		1	0	0	0	0	0	0	0	1	1
Larceny		0		0		0	0	0	0	0	0	0	0	0	0
Burglary		1		0		1	0	0	0	0	0	0	1	0	1
Motor Vehicle Theft		2		2		1	0	0	0	0	2	0	2	4	1
Arson		0		0		2	0	0	0	0	0	0	0	0	2
Hate Crimes (by prejudices):		0		0		0	0	0	0	0	0	0	0	0	0
Race		0		0		0	0	0	0	0	0	0	0	0	0
Gender		0		0		0	0	0	0	0	0	0	0	0	0
Religion		0		0		0	0	0	0	0	0	0	0	0	0
Sex Orientation		0		0		0	0	0	0	0	0	0	0	0	0
Ethnicity		0		0		0	0	0	0	0	0	0	0	0	0
Disability		0		0		0	0	0	0	0	0	0	0	0	0
Domestic Violence		0		0		0	0	0	0	0	0	0	0	0	0
Dating Violence		0		0		0	0	0	0	0	0	0	0	0	0
Stalking		0		0		0	0	0	0	0	0	0	0	0	0

Res. = Residence Dorms (*NOTE - This Campus Does Not Have Any Residence Dorms)

Offense Type (includes attempts)	2011		2012		2013		2011	2012	2013	2011	2012	2013	Total		
	Res.	Other	Res.	Other	Res.	Other							2011	2012	2013
Liquor Law Violations:															
Arrest		1		0		1	0	0	0	0	0	0	1	0	1
Referral		0		0		0	0	0	0	0	0	0	0	0	0
Drug Law Violations:															
Arrest		0		0		1	0	0	0	0	0	0	0	0	1
Referral		0		0		0	0	0	0	0	0	0	0	0	0
Weapons Law Violations:															
Arrest		0		0		0	0	0	0	0	0	0	0	0	0
Referral		0		0		0	0	0	0	0	0	0	0	0	0

B. Crimes Reported by Non-Police Campus Officials

This chart includes offenses that were reported by campus officials of the Peralta Community College District who have significant responsibilities for student and campus activities. These offenses are compiled in accordance with the provisions of the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act.

Total Crimes Reported For:	COLLEGE OF ALAMEDA						Non-Campus Building or Property			Public Property			Total		
Offense Type (includes attempts)	2007		2008		2009		2007	2008	2009	2007	2008	2009	2007	2008	2009
	Res.	Other	Res.	Other	Res.	Other									
Murder		0		0		0	0	0	0	0	0	0	0	0	0
Manslaughter		0		0		0	0	0	0	0	0	0	0	0	0
Forcible Sex Offenses		0		0		0	0	0	0	0	0	0	0	0	0
Non-Forcible Sex Offenses		0		0		0	0	0	0	0	0	0	0	0	0
Robbery		0		0		0	0	0	0	0	0	0	0	0	0
Aggravated Assault		0		0		0	0	0	0	0	0	0	0	0	0
Larceny		0		0		0	0	0	0	0	0	0	0	0	0
Burglary		0		0		0	0	0	0	0	0	0	0	0	0
Motor Vehicle Theft		0		0		0	0	0	0	0	0	0	0	0	0
Arson		0		0		0	0	0	0	0	0	0	0	0	0
Hate Crimes (by prejudices):		0		0		0	0	0	0	0	0	0	0	0	0
Race		0		0		0	0	0	0	0	0	0	0	0	0
Gender		0		0		0	0	0	0	0	0	0	0	0	0
Religion		0		0		0	0	0	0	0	0	0	0	0	0
Sex Orientation		0		0		0	0	0	0	0	0	0	0	0	0
Ethnicity		0		0		0	0	0	0	0	0	0	0	0	0
Disability		0		0		0	0	0	0	0	0	0	0	0	0

Res. = Residence DORMS (*NOTE - This Campus Does Not Have Any Residence DORMS)

												Total			
Offense Type (includes attempts)	2007		2008		2009		2007	2008	2009	2007	2008	2009	2007	2008	2009
	Res.	Other	Res.	Other	Res.	Other									
Liquor Law Violations:															
Arrest		0		0		0	0	0	0	0	0	0	0	0	0
Referral		0		0		0	0	0	0	0	0	0	0	0	0
Drug Law Violations:															
Arrest		0		0		0	0	0	0	0	0	0	0	0	0
Referral		0		0		0	0	0	0	0	0	0	0	0	0
Weapons Law Violations:															
Arrest		0		0		0	0	0	0	0	0	0	0	0	0
Referral		0		0		0	0	0	0	0	0	0	0	0	0

VIII. Referrals for Service On and Off-Campus

If you would like a referral for help with substance abuse, victims of crime, personal counseling, health concerns or other issues, contact one of the following:

Law Enforcement

Peralta Police Services	(510) 465-3456
Oakland Police Dept.	(510) 238-3481
Alameda Police Dept.	(510) 337-8340
Berkeley Police Dept.	(510) 981-5900
U.C. Berkeley Police	(510) 642-6760
BART Police	(510) 464-7000

Sexual Assault/Rape

(Law Enforcement - See above)

Bay Area Women Against Rape	(510) 845-7273
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Crisis Hotline

Suicide Prevention	(800) 309-2131
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Health

Health and Wellness Center

- Berkeley City College (510) 666-0013
- College of Alameda (510) 748-2320
- Laney College (510) 464-3535
- Merritt College (510) 436-2533

Mental Health

Mental Health Counseling Services	(510) 748-2320
• Berkeley City College	(510) 981-2919
• College of Alameda	(510) 748-2320
• Laney College	(510) 464-3535
• Merritt College	(510) 436-2533
Alameda County Mental Health	(510) 465-1800
Asian Community Mental Health	(510) 451-6729

Drug & Alcohol Programs

Narcotics Anonymous	(510) 444-4673
Alcoholics Anonymous/Oakland	(510) 839-8900
Berkeley Addiction Treatment	(510) 644-0200
Narcotics Education League	(510) 536-4760
College of Alameda COA-Anonymous Addiction support group	(510) 748-2320
Berkeley City College -Anonymous Addiction Referral	(510) 981-2919
Laney College -Anonymous Addiction	

Referral	(510) 464-3134
Merritt College – Anonymous Addition	
Referral	(510) 436-2534

Domestic Violence

(Law Enforcement - See above)

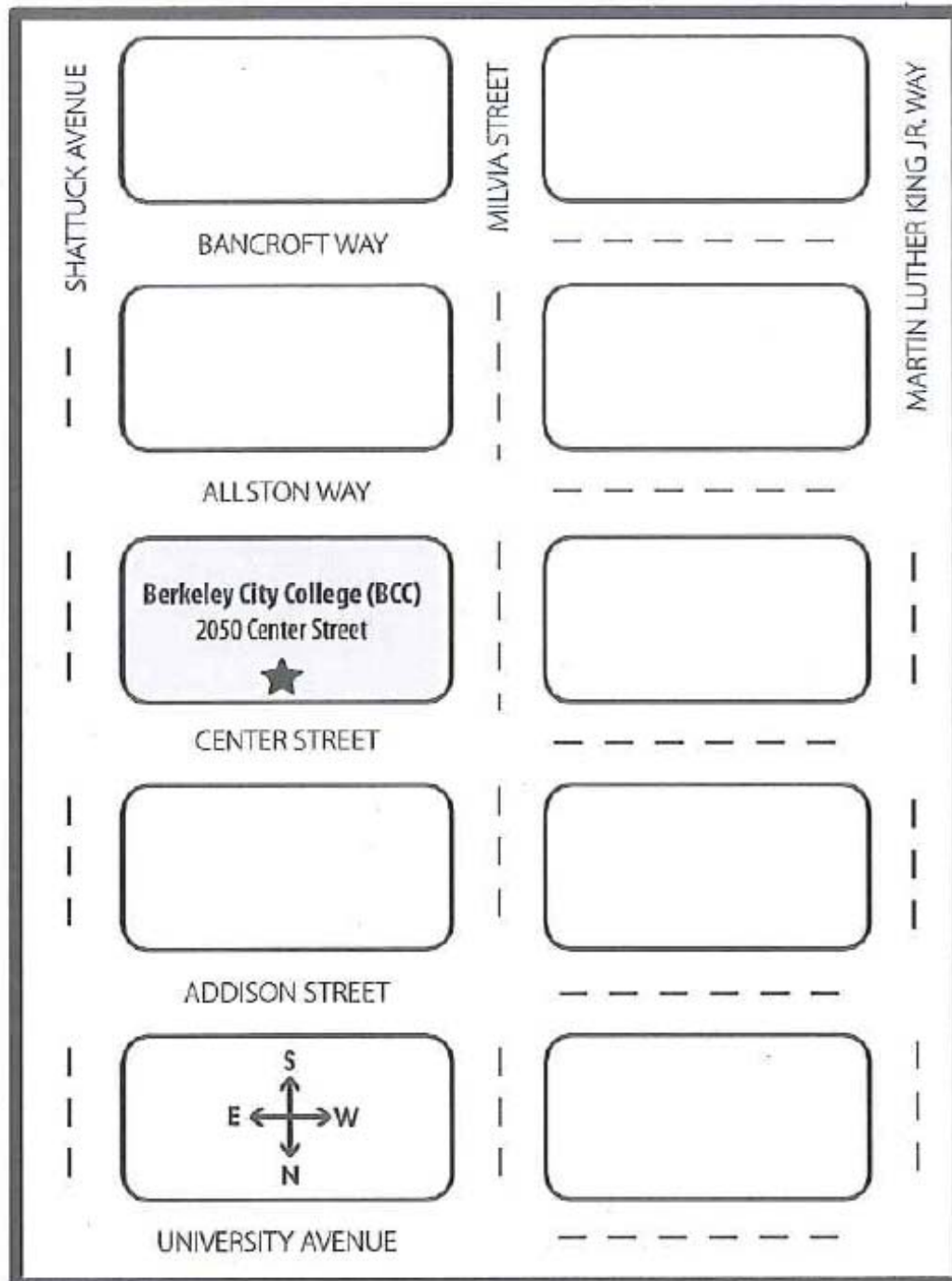
National Domestic Violence Hotline	1-800 799-7233
Domestic Violence Law Project	(510) 574-2250

IX. CAMPUS MAPS

BERKLEY CITY COLLEGE

2050 Center Street, Berkeley, CA 94704

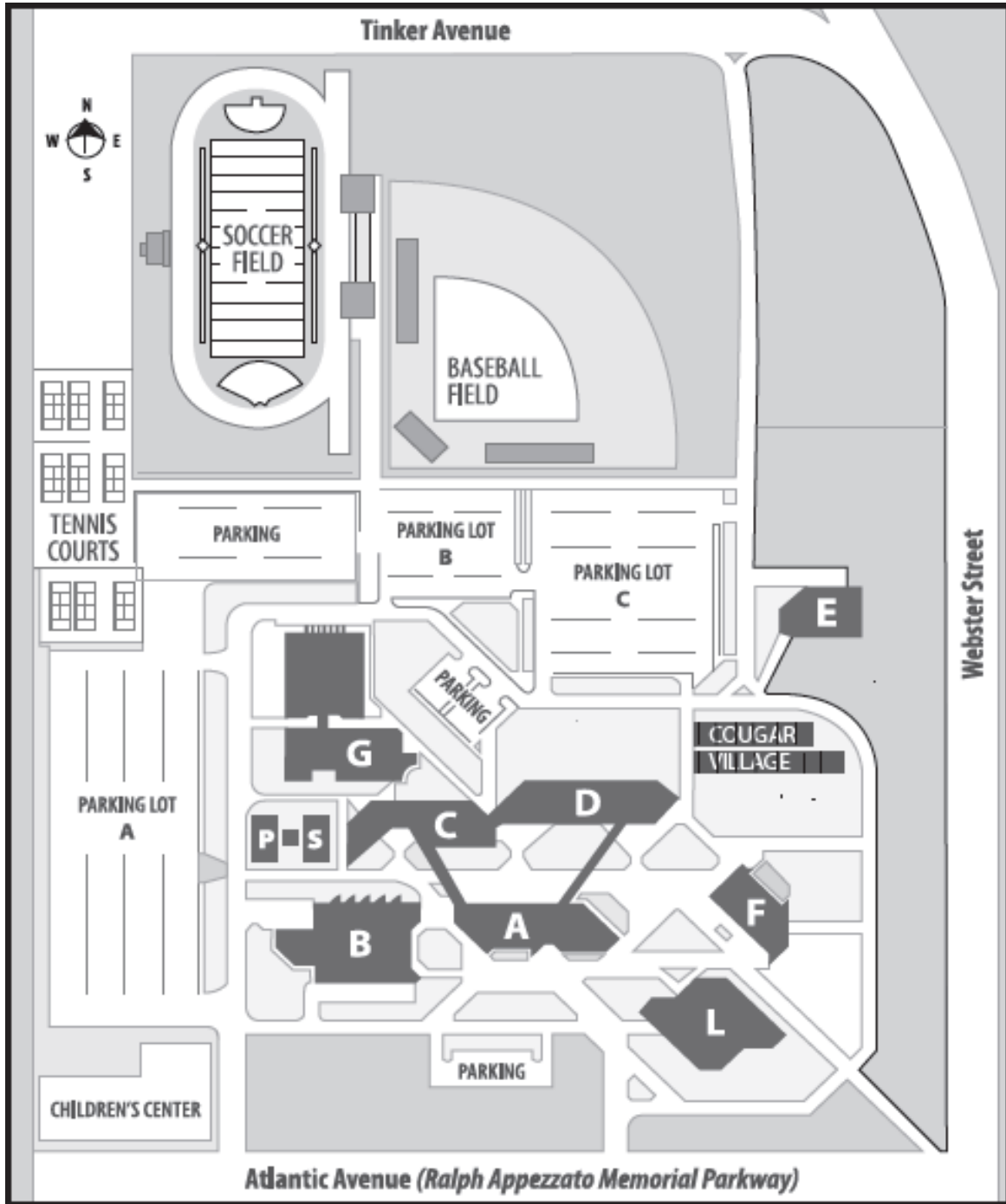
(510) 981-2800 – Webpage: <http://www.berkeleycitycollege.edu/wp/>



COLLEGE OF ALAMEDA

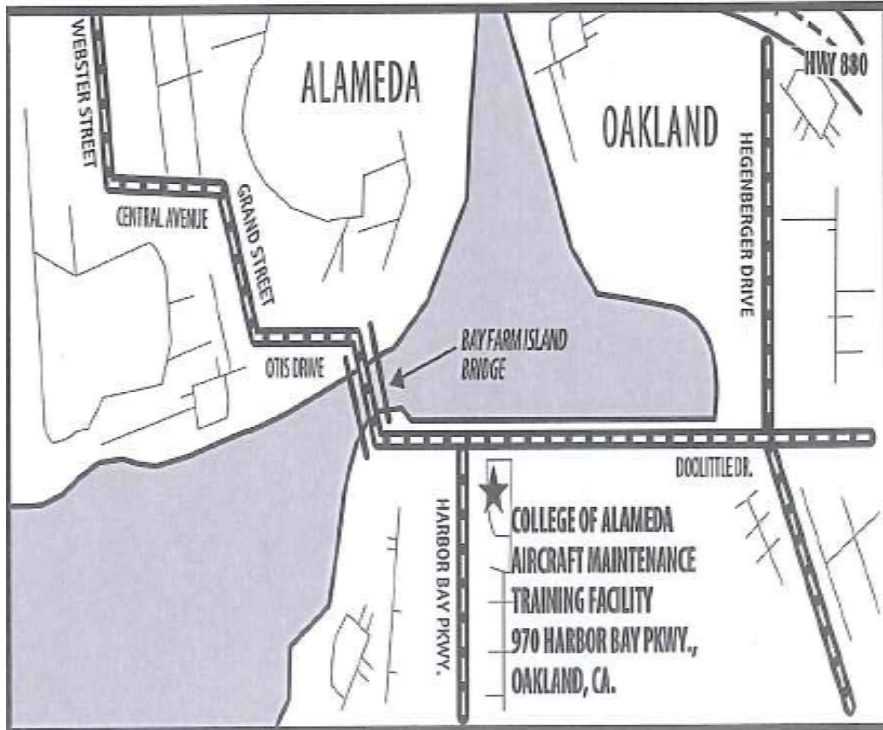
555 Ralph Appezato Memorial Parkway • Alameda, California 94501

Phone (510) 522-7221- Webpage: <http://alameda.peralta.edu/>



College of Alameda Aviation Maintenance Training Facility

970 Harbor Bay Parkway, North Field T-Hangar

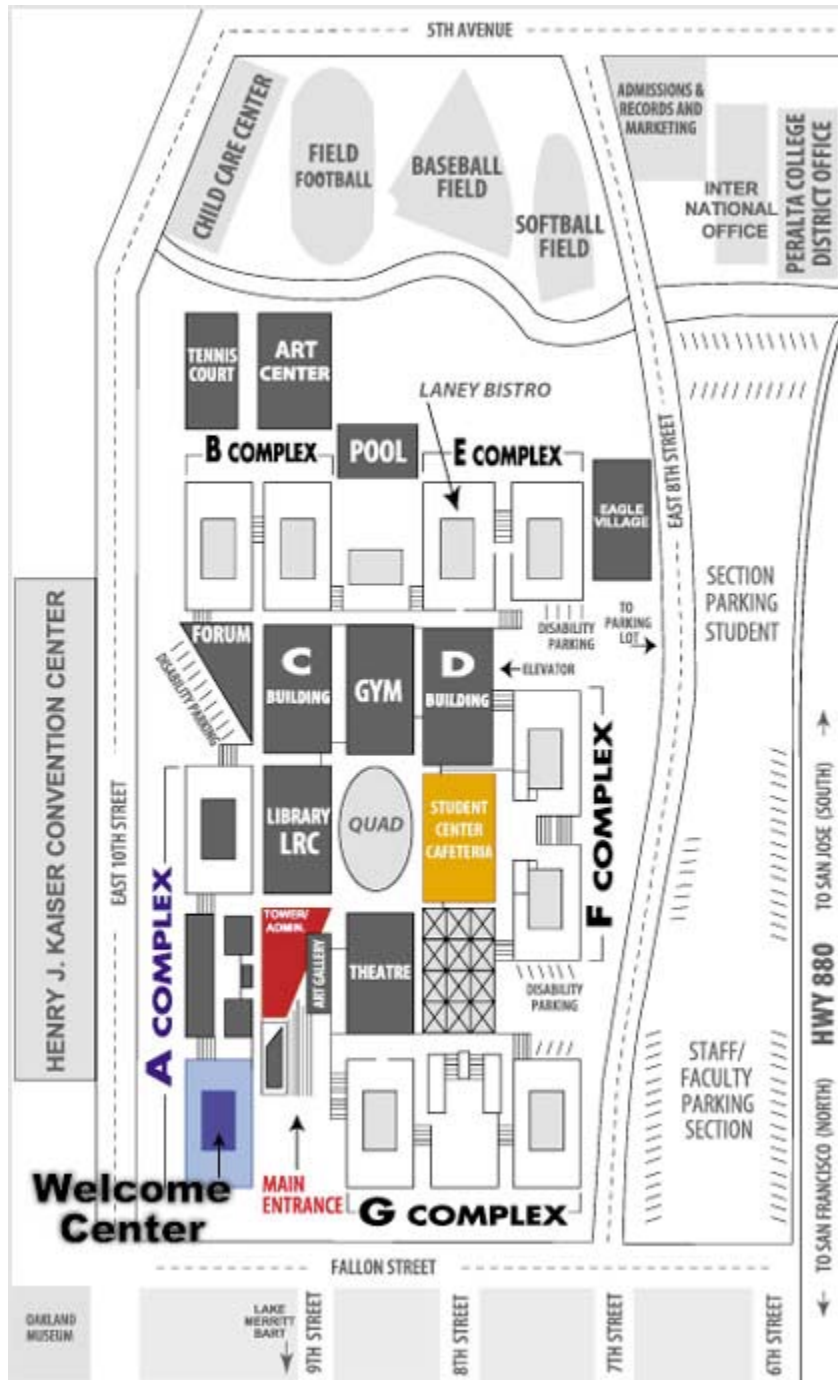


The College of Alameda Aviation Maintenance Facility is located at the North Field of Oakland Airport, .3 mile from the intersection of Harbor Bay Parkway and Doolittle Drive.

LANEY COLLEGE

900 Fallon St Oakland, CA 94607

(510) 834-5740 – Webpage: <http://www.laney.edu/wp/>

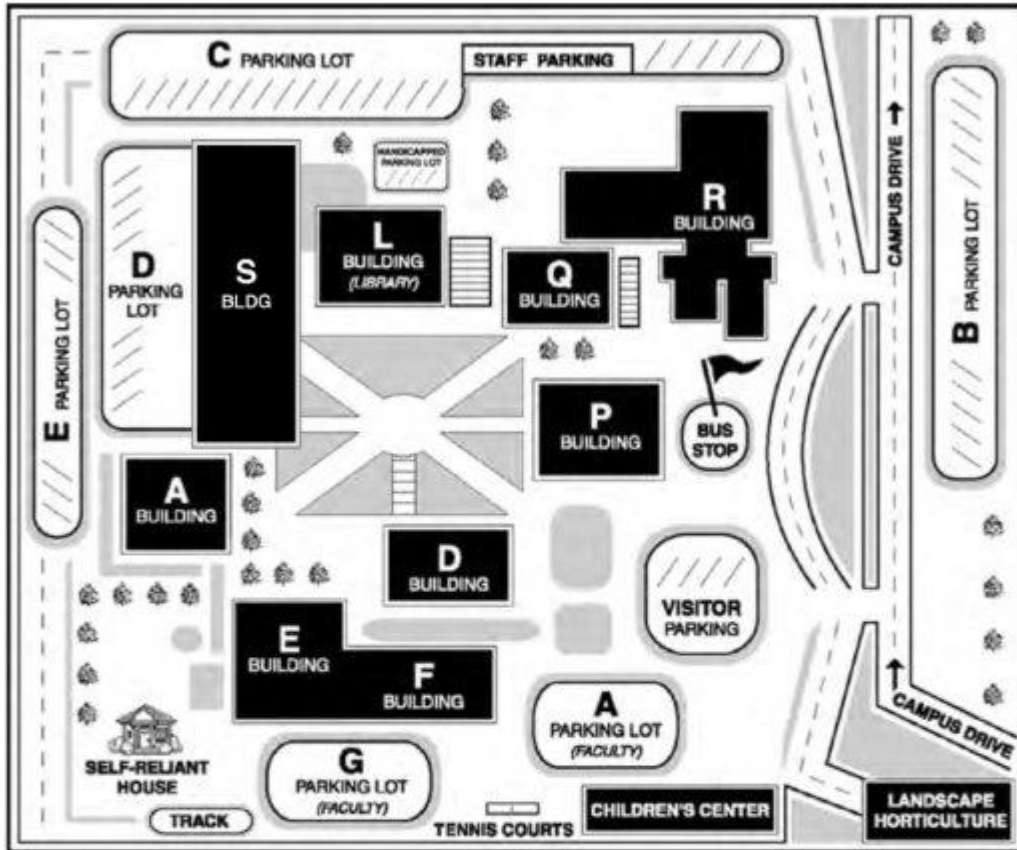


MERRITT COLLEGE

12500 Campus Drive, Oakland, CA 94619

(510) 531-4911- Webpage: <http://www.merritt.edu/wp/>

CAMPUS MAP



BUILDING	PROGRAMS/OFFICES
A	Art, Child Development, Fitness Center, Music, Classrooms
D	Building Closed - All Programs Moved to S Building
E	Gymnasium, Classrooms
F	Locker Rooms, Faculty Offices
H	Landscape Horticulture
L	Library, Learning Center (Electronic Classroom, Math/Science Lab, Tutorial Center)
P	Classrooms, Computer Access Lab/DSP&S, Computer Labs
Q	Administration (President's Office, Vice President of Instruction), Business Services, Cashier's Office, Mailroom & Switchboard, Production Center
R	Admissions and Records, Assessment, Bookstore, Counseling, Disabled Students Programs & Services, EOPS, Financial Aid, Police Services, Puente Program, Student Activities, Student Health Services, Transfer Center, Veterans Affairs, Vice President of Students
S	Science and Allied Health Programs, Classrooms & Labs, Division I and II Offices
SRH	Self-Reliant House (Environmental Management Program)

District Administrative Center (DAC)

333 East 8th Street, Oakland, CA

(510) 466-7200 – Webpage: <http://web.peralta.edu/quicklinks/district-office/>

