CRIME POLICY

Campus Safety

Administrative Procedure 3500

A campus safety plan shall be developed and provided to students in the form of an Annual Security Report which is published annually. The Chief of Police prepares and annually updates a report of all occurrences reported to Police Services by the San Jose Police Department and the Milpitas Police Department of arrests for crimes that are committed on and around campus. The reported incidents involve violence, hate violence, theft or destruction of property, illegal drugs, or alcohol intoxication and all occurrences of noncriminal acts of hate violence reported to campus authorities. A written report shall be distributed to all students and District employees consistent with the Clery Act requirements and will also be posted on Police Services' webpage. Written records of noncriminal acts of hate violence shall include at least a description of the act of hate violence, the victim characteristics, and offender characteristics, if known.

Reporting of Crimes

Administrative Procedure 3515

Members of the District who are witnesses or victims of a crime should immediately report the crime to Police Services.

In the event an employee is assaulted, attacked or menaced by a student, the employee shall notify his/her supervisor as soon as practical after the incident. In addition, the employee who is attacked, assaulted, or menaced shall promptly report the attack or assault to Police Services. The supervisor himself/herself shall make the report if the employee is unable or unwilling to do so. Reporting a complaint to local law enforcement will not relieve the District of its obligation to investigate all complaints of harassment.

The District shall not be required to provide a timely warning with respect to crimes reported to a pastoral or professional counselor.

The District shall annually collect and distribute statistics concerning crimes on campus. All college staff with significant responsibility for student and campus activities shall report crimes about which they receive information.

The District shall publish an Annual Security Report every year by October 1st that contains statistics regarding crimes committed on campus and at affiliated locations for the previous three years. The Annual Security Report shall also include policies pertaining to campus security, alcohol and drug use, crime prevention, the reporting of crimes, sexual assault, victims’ assistance program, student discipline, campus resources and other matters. The District shall make the report available to all current students and employees. The District will also provide prospective students and employees with a copy of the Annual Security Report upon request. A copy of the Annual Security Report can be obtained by contacting Police Services at Evergreen Valley College, 3095 Yerba Buena Road, San Jose, CA 95135 or San José City College, 2100 Moorpark Avenue, Student Center 108, San Jose, CA 95128 during normal business hours or at the Website address published in http://www.sjeccd.edu/district-services/district-police.

To Report a Crime:

Contact Police Services at 408-270-6468 or dial 9-1-1 from an internal district phone. Any suspicious activity or person seen in the parking lots or loitering around vehicles or inside buildings should be reported to the police department.

If you are the victim of a crime and do not want to pursue action within the District’s System or the criminal justice system, you may still want
to consider making a confidential report. With your permission, the
Vice President of Student Affairs can file a report on the details of the
incident without revealing your identity. The purpose of a confidential
report is to comply with your wish to keep the matter confidential, while
taking steps to ensure the future safety of yourself and others. With such
information, the District can keep an accurate record of the number of
incidents involving students, determine where there is a pattern of crime
with regard to a particular location, method, or assailant, and alert the
campus community to potential danger. Reports filed in this manner are
counted and disclosed in the annual crimes statistics for the institution.

Police Services encourages anyone who is the victim or witness to
any crime to promptly report the incident. Because police reports are
public records under state law, Police Services cannot hold reports of
crime in confidence. Confidential reports for purposes of inclusion in
the annual disclosure of crime statistics can generally be made to other
campus security authorities as identified below. Confidential reports of
crime may also be made to Vice President of Student Affairs at SJCC at
(408) 288-3146 or the Vice President of Student Affairs at EVC at (408)
223-6738.

Required Reports to Local Law Enforcement Agency

Any report of willful homicide, forcible rape, robbery, aggravated assault,
sexual assault, or hate crime, committed on or off campus, that is
received by a campus security authority and made by the victim for
the purposes of notifying the institution or law enforcement must be
immediately, or as soon as practicably possible, disclosed to the local law
enforcement agency. The report shall not identify the victim, unless the
victim consents to being identified after the victim has been informed of
his/her right to have his/her personally identifying information withheld.
If the victim does not consent to being identified, the alleged assailant
shall not be identified in the information disclosed to the local law
enforcement agency.